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ABSTRACT

This report, the first of a series based on the findings of Resident Places Survey-3, describes the education and training of nursing and personal care home administrators on the basis of information obtained by questionnaire from the administrators. The data on education and training are given by characteristics of administrators (age, employment status, length of employment as an administrator, and services performed). Survey results show that the median number of years of education for the estimated 18,390 nursing and personal care home administrators in the conterminous United States, June-August 1969, was 13.1 years; nearly 80% had completed at least 12th grade, with 51% having 1 year or more of junior college, nursing school, or college. Twenty-eight percent of the administrators held one or both associate's and bachelor's degrees; the master's and/or doctor's degree was held by 4%. A course in nursing home administration had been taken by 35% of the administrators, the modal number of courses taken being one. Other than formal training, 39% had received on-the-job training, and 23% had received other training or education in nursing home administration. Numerous tables provide the survey data, and nine figures illustrate the data. The three appendixes to the report are: I. Technical Notes on Methods; II. Definitions of Certain Terms Used in This Report; and III. Resident Places Survey-3: Forms and Questionnaires (Facility Questionnaire, Administrator Questionnaire, Staff Information and Control Record, Staff Questionnaire, List of Selected Job Categories, Current Patient Questionnaire). (DB)

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VITAL and HEALTH STATISTICS
DATA FROM THE NATIONAL HEALTH SURVEY
Series 12 - Number 18

NCHS NATIONAL CENTER FOR HEALTH STATISTICS

Administrators of Nursing and Personal Care Homes: Education and Training

United States — June - August 1969

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Data from the
NATIONAL HEALTH SURVEY

Series 12
Number 18

Administrators of Nursing and Personal Care Homes: Education and Training

United States — June - August 1969

Statistics on the number of nursing and personal care home administrators by educational levels attained, degrees and nurses' licenses held, and formal and informal training in nursing home administration. Based on data collected during June-August 1969.

DHEW Publication No. (HSM) 73-1703

U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
Public Health Service

Health Services and Mental Health Administration
National Center for Health Statistics
Rockville, Md. February 1973

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Under the legislation establishing the National Health Survey, the Public Health Service is authorized to use, insofar as possible, the services or facilities of other Federal, State, or private agencies.

In accordance with specifications established by the National Center for Health Statistics, the Bureau of the Census, under a contractual arrangement, participated in planning the survey and collecting the data.

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SYMBOLS	
Data not available	---
Category not applicable	...
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Quantity more than 0 but less than 0.05	0.0
Figure does not meet standards of reliability or precision	*

NOTE: Numbers and percents in tables may not add to totals due to rounding.

ADMINISTRATORS OF NURSING AND PERSONAL CARE HOMES: EDUCATION AND TRAINING

Bernice Gibson Brown, *Division of Health Resources Statistics*

INTRODUCTION

In today's nursing home, the nursing home administrator sets the tone, establishes a program of quality care, and bears final responsibility for operation of the facility. It is very important, therefore, that his orientation and training prepare him to direct and administer a program which provides both the "nursing" and the "home" aspects of patient care.[1]

Highlights

The median number of years of education for the estimated 18,390 nursing and personal care home administrators in the conterminous United States, June-August 1969, was 13.1 years. Nearly 80 percent of the administrators had completed at least 12th grade. For 51 percent the highest attained educational level was 1 year or more of junior college, nursing school, or college.

Slightly more than 71 percent of nursing and personal care home administrators held no undergraduate or graduate degree. The associate's and bachelor's degrees were the most commonly held degrees; 28 percent of the administrators held one or both of these degrees. The master's and/or doctor's degree was held by 4 percent of the administrators.

A course in nursing home administration had been taken by 35 percent of nursing and personal care home administrators. The modal number of courses taken was one. About 88 percent of those who took a course in nursing home administration had completed at least 12th grade. Furthermore, 47 percent of those who had attended a course in nursing home administration had some college background.

Other than formal training, some administrators (39 percent) had received on-the-job training and 23 percent had received other training or education in nursing home administration. A good proportion of those who had received on-the-job training or other training or education in nursing home administration had a college background.

Problem

The 1967 amendments to title XIX (Medicaid) of the Social Security Act required all States and other jurisdictions (participating in Medicaid) to establish programs to license by waiver or fully license all nursing home administrators by July 1, 1970.

Federal guidelines proposed, among other things, that by July 1, 1970, each applicant for full licensure possess a high school diploma or the equivalent. (Applicants for licensure on or after January 1, 1975, must have successfully completed 2 years of college-level study in an accredited institution; on or after January 1, 1980, they must hold a bachelor's degree; and on or after January 1, 1985, they must hold a master's degree.)

In addition, applicants for full licensure on or after July 1, 1970, who had not completed, in an accredited institution of higher learning, adequate

academic preparation for nursing home administration must submit evidence of participation in an approved course of study in nursing home administration. In future years a candidate for examination for licensure can submit evidence of 4 years of practical experience in nursing home administration or in a related health administration area for each year of required post-high-school education.[2]

Table A presents the distribution of nursing and personal care home administrators by combinations of the following levels of knowledge and skill: 12th grade education and above, course in nursing home administration, and 4 years or more of experience as an administrator. It must be recognized that positive responses to the survey questions upon which this table is based do not necessarily mean that an administrator met the education, training, or experience requirement as defined in the proposed legislation. Nevertheless the available measurements of knowledge and skill most comparable to those proposed in the legislation have been used to provide information on how administrators fared, knowledge and skill-wise, prior to enactment of the legislation. Only about 31 percent of the administrators had fulfilled the two proposed requirements (i.e., 12th grade education or the equivalent and completion of a course in nursing home administration) necessary for full licensure on or after July 1, 1970. Detailed tables 1 and 2 present additional data on administrators by proposed criteria for licensure.

General Survey Information

During June-August 1969, the Division of Health Resources Statistics conducted Resident Places Survey-3 (RPS-3) to update the statistics from the 1964 Resident Places Survey-2[3,11] and to show changes which had occurred in the 5-year period since 1964 and since the beginning of Medicare. Resident Places Survey-3 was a sample survey of nursing and personal care homes in the conterminous United States. Collected in this survey were data about the sample establishment itself, about the health of a sample of the patients or residents, about the administrator of the establishment, and about a sample of the employees. (For further discussion of RPS-3, see appendix I.)

This report, the first of a series based on the findings of RPS-3, describes the education and training of nursing and personal care home ad-

Table A. Percent distribution of nursing and personal care home administrators by proposed criteria for licensure as an administrator, according to whether or not he meets each proposed criterion: United States, June-August 1969

[Excludes Alaska and Hawaii]

Proposed criteria for licensure as an administrator			Percent distribution of 18,390 administrators
12th grade education and above	Course in nursing home administration	4 years or more of experience as an administrator	
Yes	Yes	Yes	22.5
Yes	No	Yes	31.1
Yes	Yes	No	8.5
No	Yes	Yes	3.7
Yes	No	No	17.1
No	No	Yes	13.4
No	Yes	No	*
No	No	No	3.4

ministrators on the basis of information obtained by questionnaire from the person who was designated as administrator by the owner or operator of an establishment. The survey was designed so that one and only one administrator was designated for each establishment. Assistant administrators were requested to complete a different questionnaire and are not included in this report.

Since the estimates for RPS-3 are based on a sample of administrators in nursing and personal care homes rather than all such administrators, they are subject to sampling variability. Tables of approximate sampling errors are given in appendix I. Definitions of certain terms used in this report may be found in appendix II. Also a review of the questionnaires and related materials shown in appendix III should be helpful in understanding the data.

In this report administrators of nursing and personal care homes are described in terms of their highest grade completed, undergraduate and graduate degrees held, licensure status as registered nurses and practical or vocational nurses, courses completed in nursing home administration, on-the-job training in nursing home administration, and other education or training received in nursing home administration. These data provide a general picture of the levels of knowledge and skill attained by administrators.

The data on education and training are arrayed by characteristics of administrators (age, employment status, length of employment as an administrator, and services performed by the administrator). The interplay between these characteristics and education and training is discussed. In addition, the relationship between characteristics of nursing and personal care homes and the training and education of their administrators is analyzed. More detailed information about administrators is given in tables 1-20, which follow the text of this report.

Establishment information.—To place the statistics on administrators in perspective, table B presents selected characteristics of nursing and personal care homes. Nursing care homes constituted the majority of the three types of homes and on the average maintained 61 beds as opposed to 40 beds for personal-care-with-nursing homes and 14 beds for personal care homes. The estimated average size for all types of homes was about 49 beds. Approximately 88 percent of nursing and personal care homes had less than 100 beds, and the remaining 12 percent had 100 beds or more.

About seven of every nine homes were operated under proprietary auspices. However, both nonprofit and government homes were on the average larger in size than proprietary homes. The largest proportion of homes were located in the North Central Region (34 percent) followed by the South Region (26 percent), Northeast Region (21 percent), and West Region (20 percent).

Education and training.—The level of education attained by nursing home administrators is slightly above that of the general population. Based on 1970 Bureau of the Census data, the median number of school years completed by all persons 21 years and older in the United States was 12.2 years.[12] Based on RPS-3, the median number of school years completed by nursing and personal care home administrators was 13.1 years.

Table C summarizes the data collected on highest attained educational level for the estimated 18,390 administrators in the United States, June-August 1969. Slightly more than 20 percent had less than a 12th grade education, and 29 percent had only a 12th grade education. The highest attained educational level for the remaining 51 percent was 1 year or more of nursing school, junior college, or college.

Of the 2,380 administrators who attended nursing school, 1,590 attended for 3 years. However, some administrators attended junior college or college or by other means prepared themselves for licensure as registered nurses (RN's), which brought the total number of administrators who were licensed RN's to 2,020. Licensed registered nurses represented 49 percent of the 4,140 administrators who were licensed nurses. The other 51 percent were licensed practical nurses (LPN's) or licensed vocational nurses (LVN's).

The majority of administrators (72 percent) did not hold an undergraduate or a graduate degree. However, of the 5,200 administrators who held a degree, the associate's degree was the highest degree held by 50 percent, the bachelor's was the highest degree held by 36 percent, and the master's or doctor's was the highest degree held by 15 percent.

Table B. Number of nursing and personal care homes and mean beds, by type of service, type of ownership, bed size, and geographic region: United States, June-August 1969

[Excludes Alaska and Hawaii]

Characteristic	Homes	Mean beds
All homes	18,390	49
Type of service		
Nursing care	11,580	61
Personal care with nursing	3,770	40
Personal care	3,040	14
Type of ownership		
Proprietary	14,160	44
Nonprofit	2,850	69
Government	1,380	60
Bed size		
Less than 30 beds	8,100	15
30-99 beds	8,140	55
100-299 beds	2,050	138
300 beds or more	100	434
Geographic region		
Northeast	3,830	52
North Central	6,160	50
South	4,750	52
West	3,650	38

The associate's degree was the highest degree held by a good proportion of those administrators who were licensed nurses (RN's, LPN's, or LVN's). In fact the associate's degree was the highest degree held by 46 percent of the 4,140 administrators who were licensed nurses, and the bachelor's degree was the highest degree for 5 percent of this group. About 48 percent of the administrators who were licensed nurses held no degree. Only a relatively few administrators in this group held the master's or doctor's degree.

Approximately 3,000 administrators had attended college 4 years or more, and 89 percent of these administrators held a bachelor's, master's, or doctor's degree. About 110 administrators held the M.D. or D.O. degree.

Although administrators were requested to indicate their major fields of study in pursuit of undergraduate and graduate degrees, most did not. However, for those administrators who indicated a major field of study on the undergraduate level, a wide cross-section of disciplines was represented, dominated to some extent by the social sciences, accounting, business administration, and nursing. On the graduate level a master's degree in hospital administration was frequently indicated. For doctorates, the major fields of study frequently included, but were not limited to, theology, law, and medicine.

Table C. Number and percent distribution of nursing and personal care home administrators by highest grade completed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Highest grade completed	Administrators	
	Number	Percent
All grades	18,390	100.0
Below 12th grade	3,840	20.9
8th grade and below	1,780	9.7
9th to 11th grades	2,060	11.2
12th grade	5,240	28.5
Nursing school	2,380	12.9
1 year	550	3.0
2 years	240	1.3
3 years	1,590	8.6
Junior college	680	3.7
1 year	210	1.1
2 years	470	2.6
College	6,250	34.0
1 year	1,040	5.6
2 years	1,480	8.1
3 years	720	3.9
4 years	1,470	8.0
5 years or more	1,540	8.4

Attained educational status is related to completion of a course in nursing home administration and acquisition of on-the-job training or other training or education in nursing home administration. As shown in table D, administrators who had received formal or informal training in nursing home administration were more likely to have completed at least 12th grade than were administrators who had not received this training. The median number of months for on-the-job training for all administrators was 12.0 months. The duration of this training may have included time spent in a probationary or career-conditional period.

Administrators indicated that other training or education in nursing home administration included, but was not limited to, seminars, institutes, workshops, reading, conventions, and home-study courses.

If an administrator held a degree, the chances were greater that he had received training in nursing home administration than if he did not hold a degree (table E).

The relationship between licensure as an RN, LPN, or LVN and training in nursing home administration is not as marked as the relationship between degree status and training. However, administrators who received on-the-job training

Table D. Number and percent distribution of administrators by highest grade completed, according to type of training or education in nursing home administration: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of training or education in nursing home administration	Administrators		Highest grade completed	
	Number	Percent	Below 12th grade	12th grade and above
All types	18,390	100.0	20.9	79.1
Course				
No	11,950	100.0	25.9	74.2
Yes	6,440	100.0	11.6	88.4
On-the-job training				
No	11,310	100.0	25.3	74.7
Yes	7,080	100.0	13.8	86.2
Other training or education				
No	14,260	100.0	22.3	77.7
Yes	4,130	100.0	16.0	84.0

Table E. Number and percent of administrators by training in nursing home administration, by degree or licensure status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Degree or licensure status	Number of administrators	Training in nursing home administration[1]		
		Course	On-the-job training	Other training or education
		Percent of administrators		
All statuses	18,390	35.0	38.5	22.5
Degree status[2]				
Did not hold a degree	13,190	31.5	35.6	20.3
Held a degree	5,200	44.1	45.9	28.0
Licensure status[3]				
Not licensed as a nurse	14,250	34.3	38.2	22.9
Licensed as a nurse	4,140	37.5	39.4	21.0

[1] An administrator may have received one, two, or three types of training.
[2] One or more among associate's degree or certificate, bachelor's, master's, or doctor's degree.
[3] As an RN, LVN, or LPN.

in nursing home administration were more likely to have taken a course in nursing home administration than those who had not received this training (table F). Detailed tables 3 and 4 present additional data on the relationship between attained educational level and training in nursing home administration.

Information on the Medicare participation by the sample facilities was obtained in RPS-3. Table G summarizes the educational status of the administrators of Medicare-certified and noncertified homes, June-August 1969. This table shows that the median years of education were 14.8 years for administrators in Medicare-certified homes and 12.8 years for administrators in noncertified homes. In fact, 91 percent of the administrators in Medicare-certified facilities had completed at least 12th grade compared with 75 percent in noncertified facilities. Futhermore, 46 percent of the administrators in Medicare-certified homes held a degree, 46 percent had taken a course in nursing home administration, 50 percent had received on-the-job training in nursing home administration, and 30 percent had received other training or education in nursing home administration. The comparable percentages for training or education of administrators in noncertified homes are less. Table 5 presents further information on administrators in Medicare-certified and noncertified homes. Also table 1 presents the distribution of these two groups by the proposed criteria for licensing administrators.

Table F. Number and percent distribution of nursing home administrators by completion of a course in nursing home administration, according to type of training in nursing home administration: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of training in nursing home administration	Administrators		Took a course	
	Number	Percent	No	Yes
All types	18,390	100.0	65.0	35.0
On-the-job training				
No	11,310	100.0	70.4	29.7
Yes	7,080	100.0	56.3	43.7
Other training or education				
No	14,260	100.0	69.3	30.7
Yes	4,130	100.0	49.8	50.2

Table G. Number and percent of nursing and personal care home administrators, by education or training of administrators and Medicare status of sample homes: United States, June-August 1969

[Excludes Alaska and Hawaii]

Education or training of administrators	All administrators	Administrators	
		In Medicare-certified homes	In non-certified homes
	Number		
All administrators	18,390	4,770	13,620
Median years of education	13.1	14.8	12.8
	Percent		
Percent completed below 12th grade	20.9	8.6	25.3
Percent completed 12th grade and above	79.1	91.4	74.7
Percent held a degree[1]	28.3	46.1	21.9
Percent RN, LPN, or LVN	22.5	20.6	23.2
Percent took a course[2]	35.0	45.6	31.2
Percent received on-the-job training[2]	38.5	49.7	34.5
Percent received other training or education[2]	22.5	30.0	19.7

[1] One or more among associate's degree or certificate, bachelor's, master's, or doctor's degree.

[2] In nursing home administration.

EDUCATION AND TRAINING AS RELATED TO CHARACTERISTICS OF ADMINISTRATORS

Age

The majority of nursing and personal care home administrators were between the ages of 45 and 65 (figure 1). Generally, administrators under 45 years of age had attained a slightly higher educational level than administrators 45 years and over; table H shows that the median years of education for these groups were 14.1 and 12.9 years, respectively.

Table H also shows that 91 percent of the administrators under 45 years of age had completed at least 12th grade, 11 percent had attended nursing school, and 53 percent had attended college. At the other extreme, only 75 percent of the administrators 45 years and over had completed at least 12th grade, about 14 percent had attended nursing school, and 33 percent had attended college. Table 5 provides additional data to examine the relationship between age and education.

The completion of 2 or 3 years of nursing school occurred often among administrators 45 years and over. In addition, 24 percent of the administrators 45 years and over were licensed as an RN, LPN, or LVN compared with 20 percent under 45 years of age (table J). Further examination of the data reveals that 4 years or more of college were completed more often by administrators under 45 years of age and also that undergraduate and graduate degrees were more common for administrators of this age group.

Administrators under 45 years of age were likely to have attended a course in nursing home administration and to have pursued two or more such courses. Furthermore, administrators in this age group were about equally divided as to on-the-job training experience; about 51 percent had received on-the-job training in nursing home administration, while 49 percent had not. Administrators 45 years of age and over ranked higher in median months of this training. However, positive responses to "other training or education in nursing home administration" were given as often by administrators under 45 years of age (table K).

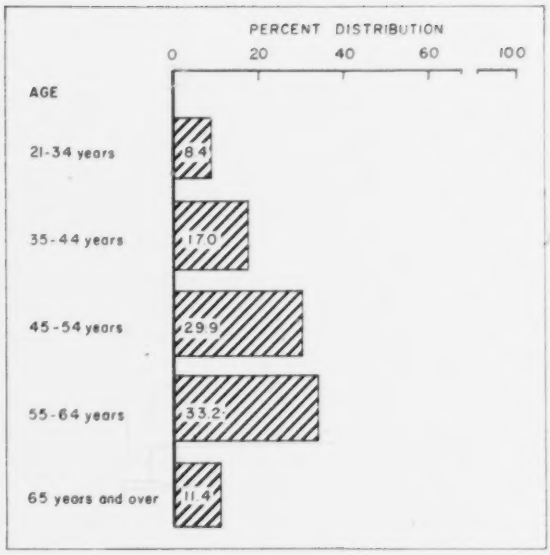

Figure 1. Percent distribution of nursing and personal care home administrators by age.

Employment Status

Educational level varies markedly with employment status. Namely, employed nursing and personal care home administrators working for other employers generally showed a higher educational level than the self-employed administrators. For example, 86 percent of employed administrators had completed at least 12th grade compared with 70 percent of the self-employed administrators. Only 26 percent of the self-employed administrators had attended college, and only 9 percent had completed 4 years or more. In comparison, 45 percent of the employed administrators had attended college and 22 percent had completed 4 years or more. On the other hand, about the same percent of self-employed administrators had attended nursing school as had their salaried counterparts (table L).

This relationship between employment status and education is not altered when an additional variable, age, is introduced. Table 6 shows that

Table H. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to age: United States, June-August 1969

[Exoludes Alaska and Hawaii]

Age	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All ages-	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Under 45 years--	4,680	100.0	*	7.3	27.7	3.9	7.2	26.1	26.5	14.1
Under 35 years------	1,550	100.0	-	7.2	22.8	8.3	*	27.4	29.1	14.3
35-44 years-	3,130	100.0	*	7.3	30.1	*	8.2	25.5	25.2	14.1
45 years and over---	13,710	100.0	12.5	12.6	28.8	2.7	10.8	19.7	12.9	12.9
45-54 years-	5,500	100.0	4.5	6.7	34.3	3.9	13.4	22.6	14.7	13.5
55-64 years-	6,110	100.0	17.7	17.1	24.7	*	8.5	17.6	12.9	12.6
65 years and over-------	2,100	100.0	18.3	14.8	26.3	*	11.1	18.6	8.0	12.6

[1]Includes junior college.

Table J. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to age: United States, June-August 1969

[Excludes Alaska and Hawaii]

Age	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All ages-------	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Under 45 years---	4,680	100.0	61.9	13.1	18.8	6.2	80.5	10.1	9.5
Under 35 years-------	1,550	100.0	59.2	13.0	20.3	7.6	83.4	6.5	10.1
35-44 years----------	3,130	100.0	63.2	13.2	18.1	5.5	79.1	11.9	9.2
45 years and over----------	13,710	100.0	75.1	14.4	7.1	3.5	76.5	11.3	12.3
45-54 years----------	5,500	100.0	68.8	18.7	7.7	4.8	71.4	13.5	15.1
55-64 years----------	6,110	100.0	78.4	11.5	7.6	2.5	80.8	8.9	10.3
65 years and over----	2,100	100.0	81.9	11.5	*	*	77.0	12.3	10.7

Table K. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to age: United States, June-August 1969

[Excludes Alaska and Hawaii]

Age	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
	Number	Percent	No	Yes		No	Yes	Median number of months	No	Yes
				One course	Two courses or more					
All ages-	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Under 45 years-------	4,680	100.0	58.7	16.5	24.8	49.1	50.9	9.6	73.6	26.4
Under 35 years-	1,550	100.0	63.4	19.1	17.5	48.2	51.8	7.5	74.9	25.1
35-44 years----	3,130	100.0	56.4	15.2	28.4	49.5	50.5	10.9	73.0	27.0
45 years and over---------	13,710	100.0	67.1	11.6	21.3	65.8	34.2	14.2	78.9	21.1
45-54 years----	5,500	100.0	59.0	15.8	25.3	55.1	44.9	12.8	76.9	23.1
55-64 years----	6,110	100.0	71.0	9.8	19.2	71.4	28.6	18.0	78.5	21.5
65 years and over------	2,100	100.0	76.9	6.3	16.8	77.1	22.9	11.9	85.1	14.9

Table L. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to employment status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Employment status	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All statuses--	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Self-employed----	8,090	100.0	15.1	15.1	29.3	3.7	10.6	17.8	8.5	12.7
Employed-----	8,640	100.0	5.8	8.5	29.2	2.2	9.3	22.9	22.2	13.7
Both---------	1,660	100.0	*	6.6	21.5	*	9.5	30.9	24.0	14.5

[1]Includes junior college.

sometimes the employed administrators had generally attained a higher educational level than had self-employed administrators within the same age group. (Other variables—i.e., bed size, etc.—which affect the relationship between employment status and educational level are discussed in subsequent sections of this report.)

As expected, employed administrators had obtained a higher educational level and therefore held more formal degrees. This is especially true of the bachelor's degree, for this degree was the highest degree held by 14 percent of the employed administrators compared with 5 percent of the self-employed administrators (table M).

It was of interest that 16 percent of self-employed administrators were LPN's or LVN's compared with 8 percent of the employed administrators. However, 13 percent of the employed administrators were licensed as RN's as were 10 percent of the self-employed administrators.

Data collected in Resident Places Survey-2 (May-June 1964) revealed the presence of these nurse-administrators.[4] As shown above, 26 percent of the self-employed administrators were nurses (RN's, LPN's, or LVN's) and 21 percent of the employed were nurses.

Employed administrators were as likely as the self-employed administrators to have taken a course in nursing home administration.

On-the-job training and other training or education in nursing home administration refers not only to training received in the administrator's current position but also to training in any nursing and personal care home, hospital, or related facility. Employed administrators were more likely to have received on-the-job training. In fact, 48 percent of employed administrators had received this training compared with 26 percent of self-employed administrators. However, this training was of a longer duration for self-employed administrators. Other training or

Table M. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to employment status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Employment status	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All statuses---	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Self-employed--------	8,090	100.0	79.2	14.3	4.7	1.9	74.8	9.8	15.5
Employed------------	8,640	100.0	65.8	14.5	14.4	5.4	79.3	12.7	8.1
Both-----------------	1,660	100.0	66.5	10.8	14.0	8.7	81.4	7.8	10.8

Table N. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to employment status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Employment status	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
	Number	Percent	No	Yes		No	Yes	Median number of months	No	Yes
				One course	Two courses or more					
All statuses-	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Self-employed-----	8,090	100.0	69.6	10.4	20.0	74.1	26.0	21.0	82.6	17.4
Employed------	8,640	100.0	63.0	15.2	21.9	52.4	47.6	10.8	75.4	24.6
Both----------	1,660	100.0	52.5	13.3	34.3	47.7	52.3	12.2	63.8	36.2

education in nursing home administration had been received by 17 percent of self-employed and 25 percent of employed administrators (table N).

Length of Total Employment as an Administrator

Less experienced nursing and personal care home administrators tended to have attained a higher educational level than did the more experienced administrators. Table O shows the median years of education to be 13.8 years for administrators with less than 4 years of experience and 12.9 years for administrators with 4 years or more of experience. Only about 29 percent of the administrators had less than 4 years of experience (figure 2). Table O also shows that 87 percent of the administrators with less than 4 years of total employment as an administrator completed at least 12th grade, over 9 percent attended nursing school, and nearly 47 percent attended college. In comparison, of administrators with 4 years or more of experience as an administrator, 76 percent completed at least 12th grade, about 14 percent attended nursing school, and 34 percent attended college.

Table O. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to length of total employment: United States, June-August 1969

[Excludes Alaska and Hawaii]

Length of total employment[1]	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[2]	4 years or more	
All lengths--	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Less than 4 years---------	5,400	100.0	3.8	9.3	30.0	*	9.4	24.1	22.4	13.8
Less than 1 year---	1,580	100.0	*	10.5	24.4	*	13.8	20.7	24.8	14.3
1-3 years----------	3,820	100.0	3.6	8.8	32.3	*	7.6	25.5	21.5	13.6
4 years or more----------	12,990	100.0	12.1	12.0	27.9	3.8	10.1	20.2	13.8	12.9
4-9 years----------	5,630	100.0	12.9	10.7	29.2	3.8	8.7	19.3	15.5	12.9
10-19 years--------	4,900	100.0	10.1	16.2	27.6	4.3	9.3	19.6	12.9	13.4
20 years or more---	2,460	100.0	14.3	6.7	25.6	3.0	15.1	23.5	11.7	13.8

[1]Includes only experience as an administrator in hospitals, nursing homes, homes for the aged, and similar facilities.
[2]Includes junior college.

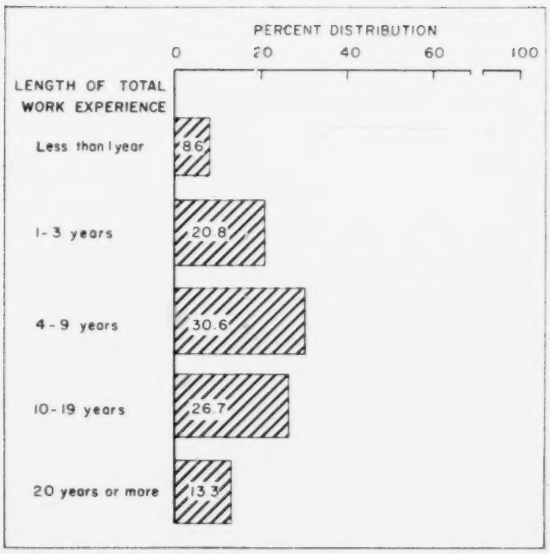

Figure 2. Percent distribution of nursing and personal care home administrators by length of total work experience as an administrator.

The less experienced administrators not only were more likely to have attended college but also were more likely to have completed 4 years or more. Comparative percentages for the more experienced administrators show that they were not as likely to have completed 4 years or more of college as their less experienced counterparts. The relationship between length of total employment and completion of 2 or 3 years of nursing school is not clear. Table O shows that 15 percent of the administrators with 20 years or more of experience attended nursing school 2 or 3 years and about the same percent (14 percent) of administrators with less than 1 year of experience attended nursing school 2 or 3 years.

The relationship between educational level and length of total employment as an administrator was probably influenced by age; for, as expected, the more experienced administrators tended to be older than their less experienced counterparts (figure 3).

As table P shows, 16 percent of the administrators with less than 1 year of experience were RN's and about 19 percent of the administrators with 20 years or more of experience were also RN's. However, licensure as an LPN or LVN seems more common for administrators with 4 years or more of experience. Furthermore, table P shows that the associate's degree was the highest degree held by about 15 percent of the administrators with less than 4 years of experience and was the highest degree held by about 14 percent of the administrators with 4 years or more of experience. However, administrators with less than 4 years of experience were more likely to hold the bachelor's degree. The master's or doctor's degrees were held about as often by administrators with less than 4 years of experience as by administrators with 4 years or more of experience.

There appeared to be no significant relationship between length of employment prior to the administrator's current position and the educational level attained by the administrator. In fact about 71 percent of nursing and personal care home administrators had no prior experience as an administrator of a nursing or per-

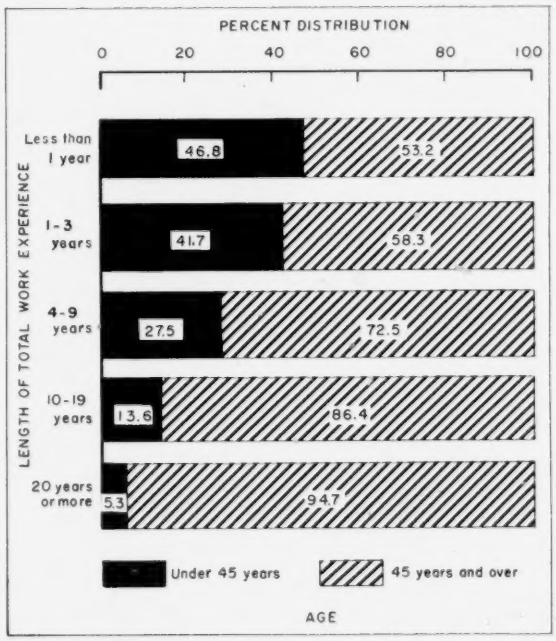

Figure 3. Percent distribution of nursing and personal care home administrators by age, according to length of total work experience as an administrator.

sonal care home, home for the aged, or similar facility, and 90 percent had no experience as an administrator of a hospital (table 7).

About 37 percent of nursing and personal care home administrators with 4 years or more of experience as administrators had taken a course in nursing home administration, and 31 percent of the administrators with less than 4 years of total experience had taken such a course. In addition, administrators with 4 years or more of experience were more likely to have taken more than one course. However, a higher proportion of administrators with less than 4 years of experience had received on-the-job training. The median months of this training were 10.6 for administrators with less than 4 years of experience and 12.7 for administrators with 4 years or more of experience. Other training or education in nursing and personal care home administration had been pursued about as often by the less experienced administrators as by their more experienced counterparts (table Q).

Services Performed

As defined in the tables, professional services included administration of the facility, nursing care, medical and dental care, physical therapy, occupational therapy, recreational therapy, speech and hearing therapy, and social work;

Table P. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to length of total employment as an administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Length of total employment[1]	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All lengths----	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Less than 4 years----------	5,400	100.0	64.8	15.0	15.3	5.0	83.7	11.5	4.9
Less than 1 year-----	1,580	100.0	58.0	18.5	16.5	7.0	74.4	16.2	9.4
1-3 years----------	3,820	100.0	67.6	13.5	14.8	4.1	87.5	9.6	3.0
4 years or more--	12,990	100.0	74.6	13.7	7.9	3.8	74.9	10.8	14.4
4-9 years----------	5,630	100.0	73.8	12.6	9.5	4.1	81.3	7.8	11.1
10-19 years----------	4,900	100.0	77.5	11.5	7.6	3.4	72.8	10.1	17.1
20 years or more-----	2,460	100.0	70.8	20.4	4.7	4.1	64.6	18.9	16.5

[1]Includes only experience as an administrator in hospitals, nursing homes, homes for the aged, and similar facilities.

Table Q. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to length of total employment as an administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Length of total employment[1]	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
				Yes						
	Number	Percent	No	One course	Two courses or more	No	Yes	Median number of months	No	Yes
All lengths-	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Less than 4 years----	5,400	100.0	69.8	17.2	13.1	52.5	47.5	10.6	81.1	19.0
Less than 1 year----------	1,580	100.0	77.5	14.9	7.6	46.9	53.2	11.1	85.6	14.4
1-3 years------	3,820	100.0	66.6	18.1	15.3	54.8	45.2	10.4	79.1	20.9
4 years or more------	12,990	100.0	63.0	11.1	26.0	65.3	34.7	12.7	76.1	23.9
4-9 years------	5,630	100.0	60.7	14.6	24.8	59.7	40.3	10.6	74.2	25.9
10-19 years----	4,900	100.0	62.2	9.9	27.9	68.7	31.3	17.4	78.7	21.3
20 years or more----------	2,460	100.0	69.7	5.5	24.8	71.3	28.7	44.1	75.3	24.7

[1]Includes only experience as an administrator in hospitals, nursing homes, homes for the aged, and similar facilities.

subprofessional services included clerical work, kitchen/dietary work, grocery shopping, and housekeeping services. Other services specified frequently included, but were not limited to, laundry, yard and maintenance work, meetings, and conferences. Obviously, administrators could be included in one or more of the major service categories (i.e., professional, subprofessional, and other) and could have performed one or more of the services.

Table R shows that the median number of years of education for administrators who spent some time the week prior to the survey performing professional services is about the same

as that for administrators who performed subprofessional services. Apparent in this table is that 17 percent of the administrators who performed professional services had 4 years or more of college education and that about the same proportion (20 percent) had less than a 12th grade education. However, 9 percent of the administrators who performed subprofessional services had 4 years or more of college education as opposed to 26 percent in this group who had less than a 12th grade education.

Administrators who held the bachelor's, master's, or doctor's degrees were more likely to have spent time the week prior to the survey performing professional services. However, this is not true of administrators who were licensed nurses (table S). Furthermore, there was little difference in the distributions of administrators by the major service categories (professional, subprofessional, and other) and acquisition of formal or informal training in nursing home administration (table T).

Administrators with a 12th grade education or above spent 76 percent of the total hours they worked the week prior to the survey performing professional services and 21 percent of their time performing subprofessional services. Likewise, the respective proportions for administrators with less than a 12th grade education were 57 and 39 percent. Table U shows, not only in relative terms (i.e., percent of time) but also in absolute terms (i.e., average hours), that administrators with a 12th grade education or above spent time performing the subprofessional services as did their less educated counterparts.

Table R. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
One service or more[2]	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Professional services	18,010	100.0	9.9	10.5	28.5	3.1	10.0	21.5	16.6	13.1
Subprofessional services	10,970	100.0	10.5	15.3	29.6	2.8	11.0	21.6	9.3	12.8
Other services	3,210	100.0	11.8	11.7	29.2	4.5	7.8	20.5	14.5	12.9

[1] Includes junior college.
[2] Service categories do not add to total since categories are not mutually exclusive.

Table S. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
One service or more	[1]18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Professional services	18,010	100.0	71.3	14.2	10.3	4.2	77.5	11.1	11.5
Subprofessional services	10,970	100.0	77.2	15.2	6.1	1.5	76.0	11.0	13.0
Other services	3,210	100.0	73.8	14.0	8.7	3.5	84.4	6.8	8.8

[1]Service categories do not add to total, since categories are not mutually exclusive.

Table T. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
	Number	Percent	No	Yes		No	Yes	Median number of months	No	Yes
				One course	Two courses or more					
One service or more	[1]18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Professional services	18,010	100.0	64.6	13.1	22.3	61.0	39.0	11.9	77.2	22.8
Subprofessional services	10,970	100.0	68.6	12.8	18.6	64.5	35.5	12.4	78.7	21.4
Other services	3,210	100.0	66.9	11.5	21.6	61.4	38.6	14.1	72.6	27.4

[1]Service categories do not add to total, since categories are not mutually exclusive.

Table U. Number of nursing and personal care home administrators, percent of time, and average hours spent performing specific services by highest grade completed, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	All administrators			Highest grade completed			
				Below 12th grade		12th grade or above	
	Number	Percent of time	Average hours	Percent of time	Average hours	Percent of time	Average hours
One service or more--	[1]18,390	100.0	57	100.0	67	100.0	55
Professional services------	18,010	71.5	42	56.9	40	76.2	42
Subprofessional services---	10,970	25.3	24	39.4	36	20.7	20
Other services----------	3,210	3.3	11	3.8	13	3.1	10

[1]Service categories do not add to total, since categories are not mutually exclusive.

Table V. Number of nursing and personal care home administrators, percent of time, and average hours spent performing specific services by degrees and licenses held, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Number of administrators	Degrees held				Licenses held			
		No degree		One degree or more[1]		No RN or LPN		RN or LPN	
		Percent of time	Average hours	Percent of time	Average hours	Percent of time	Average hours	Percent of time	Average hours
One service or more---------	[2]18,390	100.0	59	100.0	52	100.0	57	100.0	58
Professional services----------	18,010	68.5	42	80.2	42	70.3	41	75.5	45
Subprofessional services----------	10,970	28.3	26	16.6	18	26.1	26	22.6	21
Other services------	3,210	3.3	11	3.3	10	3.6	11	1.9	9

[1]One degree or more among associate's degree or certificate, bachelor's, master's, or doctor's degree.

[2]Service categories do not add to total, since categories are not mutually exclusive.

Table W. Number of nursing and personal care home administrators, percent of time, and average hours spent performing specific services by training in nursing home administration, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Number of administrators	Training in nursing home administration							
		Course in nursing home administration				On-the-job-training or other training or education in nursing home administration			
		No		Yes		No		Yes	
		Percent of time	Average hours	Percent of time	Average hours	Percent of time	Average hours	Percent of time	Average hours
One service or more-----	[1]18,390	100.0	59	100.0	55	100.0	58	100.0	57
Professional services----------	18,010	68.2	41	78.2	43	67.9	41	75.1	43
Subprofessional services----------	10,970	28.3	26	19.3	20	29.4	27	21.3	21
Other services-----	3,210	3.6	12	2.3	9	2.8	9	3.7	12

[1]Service categories do not add to total, since categories are not mutually exclusive.

(The average hours worked tended to be higher than expected, since many self-employed as well as employed administrators indicated that they were on call or on duty much of the time and in some instances reported this time as working time.)

It follows, therefore, that administrators who held degrees and/or nurses' licenses spent the better part of their time performing professional tasks (table V). A similar situation existed for those administrators who had formal or informal training in nursing home administration (table W).

Detailed tables 8, 9, and 10 provide additional information on the relationship between services performed and educational level attained.

EDUCATION AND TRAINING OF ADMINISTRATORS AS RELATED TO CHARACTERISTICS OF THE HOMES IN WHICH THEY WORK

Bed Size of Home

The distribution of administrators by size of home and educational level appears to be positively correlated; namely, administrators in the large homes tended to report a higher level of education. Of the 8,100 administrators in homes with less than 30 beds, about 35 percent had not completed at least 12th grade and only about 22 percent had attended college. The educational level is higher for administrators in homes of

larger bed size. For example, in the homes of 300 beds or more, 97 percent of the administrators had completed at least high school and 86 percent reported training beyond high school. Furthermore, in homes with 30 beds or more the percent of administrators with less than 12th grade education drops from 12 percent for homes with 30-99 beds to 3 percent for homes with 300 beds or more. Similarly, the percent of administrators with 4 years or more of college rises sharply from 5 percent for homes with less than 30 beds to 62 percent for homes with 300 beds or more. The converse finding appears among administrators who had attended nursing school, for administrators in the small homes attended nursing school more often than did administrators in the large homes (table X).

Undergraduate and graduate degrees were most frequently held by administrators in the large homes. Table Y shows that, although most administrators did not hold an undergraduate or graduate degree, 67 percent of administrators in homes with 300 beds or more held at least one degree.

RN administrators were just as likely to be found in small homes as in large homes. However, administrators who were LPN's or LVN's were usually working in homes with less than 100 beds. According to a previously cited source, about one-fifth of the administrators and assistant administrators surveyed in Resident Places Survey-2 (May-June 1964) reported that they also worked as RN's, LPN's, or LVN's. Most of these nurse-administrators were employed in small homes and thus were more likely to be working as a nurse much of the time.[4]

The relationship between size of home and educational level attained by the administrator

Table X. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to bed size of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Bed size of home	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All bed sizes-	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Less than 30 beds--------	8,100	100.0	16.2	18.3	28.6	3.9	11.5	16.4	5.2	12.5
30-99 beds---	8,140	100.0	5.4	6.4	30.1	2.6	9.4	24.1	22.1	13.8
100-299 beds-	2,050	100.0	1.2	*	22.9	1.3	6.1	30.1	35.5	14.8
300 beds or more--------	100	100.0	1.1	2.2	10.9	-	1.3	22.2	62.3	16.6

[1]Includes junior college.

Table Y. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to bed size of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Bed size of home	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All bed sizes--	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Less than 30 beds----	8,100	100.0	82.2	13.8	3.1	*	73.2	10.8	16.1
30-99 beds----------	8,140	100.0	66.6	14.0	14.5	4.9	79.5	11.5	9.2
100-299 beds---------	2,050	100.0	52.6	15.1	19.3	13.0	86.0	10.0	*
300 beds or more-----	100	100.0	32.8	11.5	26.4	29.3	91.7	8.3	-

appeared to be influenced by other factors. One of these was employment status (table 11). In general, self-employed administrators worked in the small homes and employed administrators worked in the large homes (figure 4). As discussed above, administrators who were self-employed were not as likely to have attained as high an educational level as the employed administrators. Hence, this may have contributed to the tendency of the less educated administrators to be located in the small homes. A second factor may have been age. It seems that greater responsibility is involved in the administration of a large nursing home and thus necessitates a more experienced, better trained, and possibly older administrator. However, the relationship between size of home and age of administrators was not consistent (figure 5). Table 12 shows that when administrators were distributed by age and bed size of home, those with less education were still more likely to be found in smaller homes.

About 26 percent of the administrators in homes with less than 30 beds had taken a course

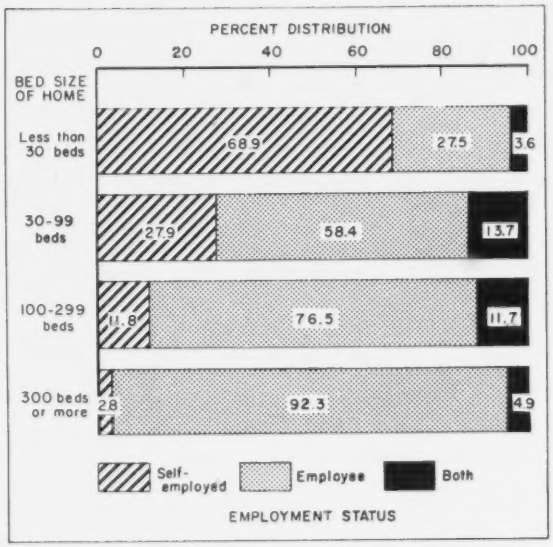

Figure 4. Percent distribution of nursing and personal care home administrators by employment status, according to bed size of home.

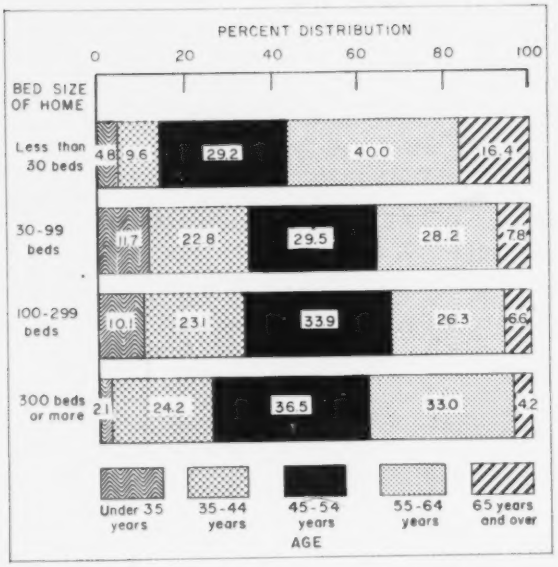

Figure 5. Percent distribution of nursing and personal care home administrators by age, according to bed size of home.

in nursing home administration compared with 51 percent of administrators in homes with 100-299 beds and 45 percent in homes with 300 beds or more. Administrators in homes with 100 beds or more were more likely to have taken two courses or more. Furthermore, on-the-job training had more often been received by administrators in homes with 30 beds or more. The median months of on-the-job training were about the same for administrators regardless of the size of the home in which they worked. In addition, between 17 and 37 percent of administrators had received other training or education in nursing home administration (table Z).

Geographic Region

Median years of education by region ranged from 14.3 years for the Northeast to about 13.0 years for the North Central, South, and West. About 86 percent of nursing and personal care home administrators in the Northeast had com-

Table Z. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to bed size of home: United States, June-August 1969

Bed size of home	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
				Yes						
	Number	Percent	No	One course	Two courses or more	No	Yes	Median number of months	No	Yes
All bed sizes--	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Less than 30 beds---------	8,100	100.0	74.4	10.0	15.7	73.2	26.8	12.8	82.7	17.3
30-99 beds----	8,140	100.0	59.7	14.5	25.8	53.0	47.0	11.8	74.7	25.3
100-299 beds--	2,050	100.0	49.3	17.5	33.2	49.7	50.4	10.7	69.3	30.7
300 beds or more---------	100	100.0	54.7	17.0	28.2	56.9	43.2	12.9	62.7	37.3

Table AA. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to geographic region: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All regions--	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Northeast----------	3,830	100.0	6.9	6.9	26.1	*	17.2	20.3	20.1	14.3
North Central------	6,160	100.0	11.4	11.8	28.6	4.9	9.4	20.5	13.5	12.9
South--------------	4,750	100.0	7.7	11.6	31.7	. -	7.1	23.4	16.4	13.0
West---------------	3,650	100.0	12.1	14.2	26.9	1.6	6.8	21.2	17.2	12.9

[1]Includes junior college.

pleted at least 12th grade compared with 77 percent in the North Central, 81 percent in the South, and 74 percent in the West.

Not only had administrators in the Northeast completed at least 12th grade about as often as other administrators but also large proportions of them had formal training beyond high school. About 60 percent of the administrators in this region had attended college or nursing school, as had less than 50 percent of the administrators in any of the other regions. A relatively large proportion (17 percent) of administrators in the Northeast had attended nursing school for 2 or 3 years. The Northeast also had a large percent of administrators attending college 4 years or more (table AA).

The administrators in the West were relatively low on the educational scale. This may indirectly reflect the fact that generally homes in the West were smaller in size than homes in the other regions (table B). In addition, a large proportion of the homes in the West had self-employed administrators (figure 6). As discussed above, distributions of administrators by age and

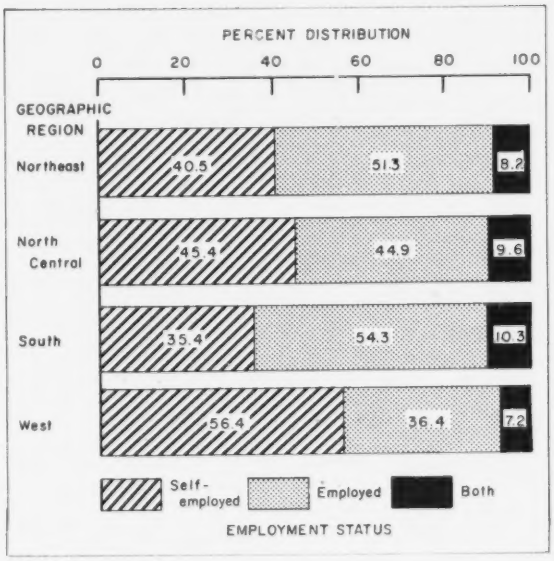

Figure 6. Percent distribution of nursing and personal care home administrators by employment status, according to geographic region.

employment status are definitely related to educational level. Detailed tables 13 and 14 show the relationship between bed size of home and employment status of administrator by highest grade completed and geographic region. When bed size, employment status, and highest grade completed are considered, administrators in the Northeast tend to have attained educational levels similar to administrators in the West and other regions.

About 41 percent of the administrators in the Northeast Region held a degree. This is considerably higher than the percent in any other region. The associate's degree was the degree most commonly held by administrators in the Northeast. The Northeast administrators also excelled in licenses held. About 33 percent of the administrators in the Northeast were either licensed as an RN or LPN, licensure as an RN being about as common as licensure as an LPN (table BB).

Since administrators in the Northeast had generally attained a higher educational level than had administrators in other regions, it would be expected that they also had received training in nursing home administration more often than had administrators in other regions. However, table CC shows that about 42 percent of the administrators in the North Central had taken a course in nursing home administration; the percentages for the other regions are as follows: Northeast (35 percent), South (32 percent), and West (28 percent). On-the-job training had been received at about the same frequency and was of about the same duration regardless of region. Furthermore, other training or education in nursing home administration had been received by 18 percent of the administrators in the Northeast and by between 23 and 25 percent of the administrators in the other regions.

Type of Service Provided by Home

Examination of the distribution of administrators by type of home and by highest educational level attained shows that personal care homes and personal-care-with-nursing homes had greater proportions of administrators with less than 12th grade education than did nursing care homes. However, similar proportions of administrators in nursing care homes had only a 12th grade education as had administrators in personal

Table BB. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to geographic region: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All regions----	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Northeast----------	3,830	100.0	58.7	23.0	12.5	5.9	67.4	19.2	13.4
North Central--------	6,160	100.0	76.2	12.0	8.6	3.3	74.8	9.8	15.6
South----------	4,750	100.0	74.5	11.1	10.9	3.6	85.3	7.0	7.7
West----------	3,650	100.0	74.2	12.0	9.0	4.8	82.5	9.4	8.1

Table CC. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to geographic region: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
				Yes						
	Number	Percent	No	One course	Two courses or more	No	Yes	Median number of months	No	Yes
All regions--	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Northeast-----	3,830	100.0	64.9	14.6	20.5	59.0	41.0	12.5	82.2	17.8
North Central-	6,160	100.0	58.5	14.1	27.4	60.9	39.1	11.3	75.4	24.6
South---------	4,750	100.0	68.2	11.7	20.1	64.5	35.5	11.7	76.6	23.4
West----------	3,650	100.0	71.6	10.5	17.8	61.3	38.7	13.8	77.5	22.5

Table DD. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to type of service provided by home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All services-	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Nursing care-------	11,580	100.0	4.1	7.0	29.4	2.2	11.3	24.5	21.6	14.0
Personal care with nursing----------	3,770	100.0	13.6	19.3	23.2	6.3	9.2	16.8	11.6	12.7
Personal care------	3,040	100.0	26.1	17.0	31.7	*	5.7	15.2	*	12.2

[1] Includes junior college.

care homes. Likewise, about the same proportions of administrators in nursing care homes and personal-care-with-nursing homes had attended nursing school. However, the percent of administrators who had attended college is higher for nursing care homes than for any other type of home.

Furthermore, administrators in nursing care homes were more likely to have attended college for 4 years or more or nursing school for 2 or 3 years (table DD). It is predictable that the well-educated administrator will tend to be found in the nursing care home, since generally in this type of home more intensive nursing care is provided or available to relatively greater proportions of residents than in the other types of homes.

About 35 percent of the administrators in nursing care homes held an undergraduate or graduate degree compared with 22 percent of the administrators in personal-care-with-nursing homes and 11 percent in personal care homes. In addition, administrators in nursing care homes were licensed RN's about as often as administrators in other types of homes. In personal-care-with-nursing homes on the other hand, the percent of administrators who were LPN's or LVN's was close to the percent of administrators who held these licenses in nursing care homes or in personal care homes (table EE).

Tables 15 to 19 present data to aid in analyzing the effect of other factors on the distribution of administrators by type of home and educational level. In many instances, when administrators were distributed by type of home and another variable (i.e., age, employment status, bed size, region, or ownership), administrators in nursing care homes had generally attained a higher educational level than had administrators in homes providing personal care with nursing or only personal care. This may be attributable in part to the fact that nursing care homes were on the average largest in size. Moreover, administrators in nursing care homes were generally younger than administrators in other types of homes (figure 7). Furthermore, about 54 percent of the administrators in nursing care homes were employed (figure 8). As discussed above, younger administrators had generally attained higher educational levels than had their older counterparts and, likewise, employed administrators generally had attained

Table EE. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to type of service provided by home: United Stated, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All services---	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Nursing care---------	11,580	100.0	64.9	15.7	13.8	5.7	76.8	13.0	10.3
Personal care with nursing----------	3,770	100.0	78.5	13.5	5.6	*	73.0	10.4	16.6
Personal care--------	3,040	100.0	89.3	8.6	*	*	85.8	3.9	10.3

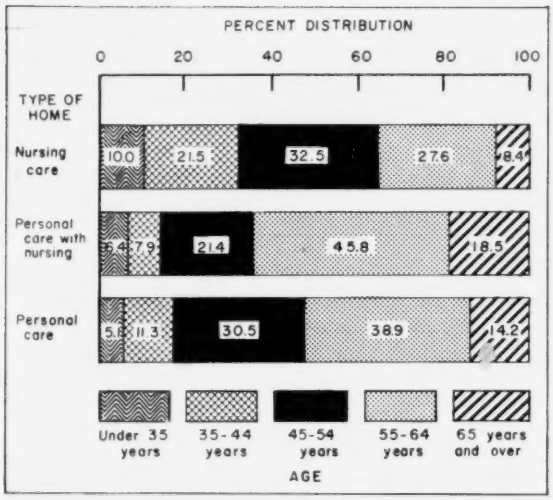

Figure 7. Percent distribution of nursing and personal care home administrators by age, according to type of service provided by home.

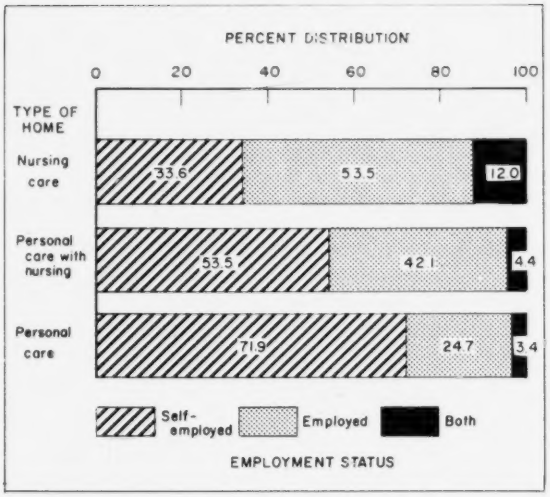

Figure 8. Percent distribution of nursing and personal care home administrators by employment status, according to type of service provided by home.

higher levels of education than had self-employed administrators.

Nursing care home administrators had not only attained a higher educational level but were more likely to have taken one course or more in nursing home administration. In addition, administrators in nursing care homes were more likely to have received on-the-job training in nursing home administration (45 percent) compared with administrators in personal-care-with-nursing homes (30 percent) and administrators in personal care homes (23 percent). The median months for this training were highest for administrators in personal care homes. About the same percent of administrators in nursing care homes had received other training or education in nursing home administration as the percent in personal-care-with-nursing homes. A considerably smaller proportion of administrators in personal care homes had received this training (table FF).

Type of Ownership

Only about 13 percent of the administrators in nonprofit homes had less than a 12th grade education, and 63 percent had formal education beyond high school. In comparison, about 37 percent of the administrators in government nursing and personal care homes had less than 12th grade education and only 31 percent had formal education beyond high school.

As shown in table GG the median educational level for administrators in nonprofit homes is 14.4 years, in proprietary homes 12.4 years, and in government homes 13.0 years. Although administrators in nonprofit homes generally had formal education beyond high school, administrators in proprietary homes were more likely to have attended nursing school and to be licensed as an RN, LPN, or LVN (table HH).

The percent of administrators who held an undergraduate or graduate degree ranges from 16 percent of the administrators in government homes to 41 percent of the administrators in nonprofit homes. The bachelor's degree was the highest degree held by about 22 percent of the administrators in nonprofit homes compared with 8 percent of the administrators in proprietary homes and 6 percent of the administrators in government homes. However, administrators in nonprofit homes were not more likely to hold the master's or doctor's degrees.

As discussed above, nonprofit and government nursing and personal care homes were, on the average, larger in size than proprietary nursing and personal care homes. This may be part of the reason that administrators in nonprofit homes

Table FF. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to type of service provided by home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
				Yes						
	Number	Percent	No	One course	Two courses or more	No	Yes	Median number of months	No	Yes
All services	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Nursing care	11,580	100.0	57.8	16.4	25.8	54.6	45.4	11.8	75.4	24.6
Personal care with nursing	3,770	100.0	72.9	9.3	17.8	70.3	29.7	10.5	76.7	23.4
Personal care	3,040	100.0	82.3	4.1	13.7	76.9	23.1	28.0	86.6	13.4

Table GG. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to type of ownership: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of ownership	Administrators		Highest grade completed							Median years of education
			Below 12th grade		12th grade	Nursing school		College		
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All ownerships	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Proprietary	14,160	100.0	9.8	11.1	29.1	3.5	11.1	22.1	13.3	12.4
Nonprofit	2,859	100.0	7.0	5.5	24.2	*	6.5	20.7	34.5	14.4
Government	1,380	100.0	13.4	23.9	31.8	*	*	14.6	10.1	13.0

[1] Includes junior college.

Table HH. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to type of ownership: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of ownership	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All ownerships-	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Proprietary----------	14,160	100.0	73.1	15.4	8.2	3.4	75.1	11.8	13.2
Nonprofit----------	2,850	100.0	59.3	10.6	21.5	8.6	86.3	9.5	4.3
Government----------	1,380	100.0	83.7	7.7	5.9	2.7	83.9	5.8	10.4

had generally attained a higher educational level, since administrators in large homes were more likely to have attained a higher educational level than administrators in small homes. In addition, administrators in nonprofit homes were predominantly employed administrators (figure 9). Again employed administrators had generally attained higher educational levels than self-employed administrators.

Since administrators who had attained high educational levels usually had taken a course in nursing home administration, it was not surprising that 39 percent of the administrators in nonprofit homes had taken such a course as had 36 percent of the administrators in proprietary homes and 17 percent in government homes. In addition, administrators in nonprofit homes were just as likely to have taken two courses or more as were administrators in proprietary homes.

On-the-job training had been received by about 38 percent of the administrators in pro-

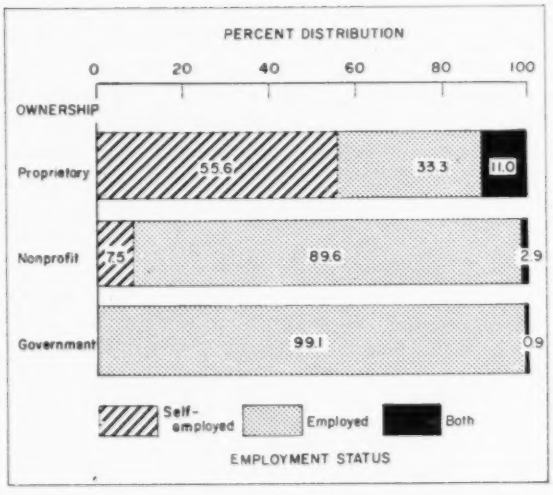

Figure 9. Percent of nursing and personal care home administrators by employment status, according to ownership.

Table JJ. Number and percent distributions of nursing and personal care home administrators by training in nursing home administration, according to type of ownership: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of ownership	Administrators		Training in nursing home administration							
			Course in nursing home administration			On-the-job training			Other training or education	
	Number	Percent	No	Yes		No	Yes	Median number of months	No	Yes
				One course	Two courses or more					
All ownerships--	18,390	100.0	65.0	12.9	22.2	61.5	38.5	12.0	77.5	22.5
Proprietary---	14,160	100.0	64.1	12.8	23.2	62.1	37.9	11.7	77.4	22.6
Nonprofit-----	2,850	100.0	60.6	14.9	24.5	52.7	47.3	11.8	75.2	24.5
Government----	1,380	100.0	82.8	10.0	7.3	73.6	26.4	21.3	83.9	16.1

prietary homes. The median months for this training were about the same for administrators of proprietary and nonprofit homes. In addition, other training or education had been received by 25 percent of the administrators in nonprofit homes compared with 23 percent in proprietary homes and 16 percent in government homes (table JJ).

Detailed table 20 presents the percent distribution of nursing and personal care home administrators by region and ownership.

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NOTE: Numbers and percents in tables may not add to totals due to rounding.

Table 1. Number and percent distribution of nursing and personal care home administrators by proposed criteria for licensure, according to selected characteristics: United States, June-August 1969

[Excludes Alaska and Hawaii]

Selected characteristics of administrators and the homes in which they work	Administrators		Proposed criteria for licensure as an administrator[1]							
	Number	Percent	ABC	AB	AC	BC	A	B	C	Not A,B, or C
All characteristics	18,390	100.0	22.5	31.1	8.5	3.7	17.1	13.4	*	3.4
Age										
Under 35 years	1,550	100.0	11.3	17.6	24.8	*	39.2	*	-	*
35-44 years	3,130	100.0	29.1	23.8	11.1	*	26.8	4.1	*	*
45-54 years	5,500	100.0	29.9	32.8	9.1	1.9	17.0	6.6	*	2.6
55-64 years	6,110	100.0	17.8	33.6	4.8	5.6	9.1	23.8	*	4.6
65 years and over	2,100	100.0	15.4	40.2	*	6.1	9.9	24.0	-	*
Employment status										
Self-employed	8,090	100.0	21.4	35.5	2.2	6.0	10.7	19.5	*	4.0
Employed	8,640	100.0	20.7	27.3	14.2	1.9	23.5	8.6	*	3.6
Both	1,660	100.0	37.0	29.5	9.0	*	14.5	8.5	-	-
Type of service provided by home										
Nursing care	11,580	100.0	28.2	30.6	11.5	2.3	18.7	6.2	*	2.4
Personal care with nursing	3,770	100.0	14.9	34.7	6.0	6.1	11.4	22.2	-	4.6
Personal care	3,040	100.0	10.1	28.6	-	5.9	18.2	29.6	*	5.9
Ownership of home										
Proprietary	14,160	100.0	23.5	30.3	7.9	3.9	17.3	13.5	*	3.0
Nonprofit	2,850	100.0	24.3	33.6	12.7	*	17.0	7.0	-	*
Government	1,380	100.0	8.2	34.0	*	*	15.0	25.4	-	8.4
Bed size of home										
Less than 30 beds	8,100	100.0	16.1	34.0	3.5	5.4	12.0	23.3	*	5.0
30-99 beds	8,140	100.0	25.6	29.6	12.0	2.5	21.0	6.4	*	2.6
100-299 beds	2,050	100.0	34.9	24.9	14.3	*	21.8	*	-	*
300 beds or more	100	100.0	39.8	40.8	4.3	1.1	11.8	2.2	-	-
Geographic region of home										
Northeast	3,830	100.0	26.0	36.2	8.3	*	15.7	12.5	*	*
North Central	6,160	100.0	26.1	29.9	8.7	6.7	12.1	13.4	-	3.1
South	4,750	100.0	17.3	31.8	11.2	3.3	20.4	11.8	-	4.3
West	3,650	100.0	19.5	26.7	4.8	*	22.7	16.4	*	5.8
Medicare status of home										
Medicare participant	4,770	100.0	28.9	26.9	14.2	2.4	21.4	5.1	*	*
Nonparticipant	13,620	100.0	20.2	32.6	6.4	4.1	15.5	16.3	*	4.3

[1] A = At least a 12th grade education.
B = 4 years or more of experience as an administrator in hospitals, nursing homes, homes for the aged, or similar facilities.
C = Took a course in nursing home administration.

Table 2. Number and percent distribution of nursing and personal care home administrators by proposed criteria for licensure, according to degrees, licenses (RN, LPN, or LVN), and training: United States, June-August 1969

[Excludes Alaska and Hawaii]

Degrees, licenses, and training	Administrators		Proposed criteria for licensure as an administrator[1]							
	Number	Percent	ABC	AB	AC	BC	A	B	C	Not A,B, or C
Total	18,390	100.0	22.5	31.1	8.5	3.7	17.1	13.4	*	3.4
Degrees[2]										
No degree	13,190	100.0	19.4	30.4	6.4	5.1	14.8	18.6	*	4.8
Degree	5,200	100.0	30.4	32.9	13.7	-	22.9	*	-	-
Licenses (RN, LPN, or LVN)										
No license	14,250	100.0	20.6	28.0	9.0	4.2	17.8	15.5	*	4.4
License	4,140	100.0	29.0	41.6	6.6	*	14.7	6.3	-	-
On-the-job training[3]										
No	11,310	100.0	20.7	33.1	4.8	3.6	16.1	17.6	*	3.6
Yes	7,080	100.0	25.3	27.9	14.3	3.8	18.7	6.7	*	3.1
Other training or education[3]										
No	14,260	100.0	19.1	32.8	8.0	3.2	17.9	14.3	*	-
Yes	4,130	100.0	34.3	25.3	10.1	5.4	14.3	10.2	*	-

[1] A = At least a 12th grade education.
B = 4 years or more of experience as an administrator in hospitals, nursing homes, home for the aged, and similar facilities.
C = Took a course in nursing home administration.
[2] One or more among associate's degree or certificate, bachelor's, master's, or doctor's degree.
[3] In nursing home administration.

Table 3. Number and percent distribution of nursing and personal care home administrators by highest grade completed and median years of education, according to type of training in nursing home administration: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of training in nursing home administration	Administrators		Highest grade completed							
			Below 12th grade		12th grade	Nursing school		College		Median years of education
	Number	Percent	8th grade and below	9th-11th grades		1 year	2 or 3 years	Less than 4 years[1]	4 years or more	
All types	18,390	100.0	9.7	11.2	28.5	3.0	9.9	21.3	16.3	13.1
Course										
No	11,950	100.0	11.9	13.9	28.3	3.5	9.5	19.8	13.0	12.9
Yes	6,440	100.0	5.5	6.2	28.9	2.0	10.7	24.2	22.6	13.9
On-the-job training										
No	11,310	100.0	12.3	13.0	30.5	2.6	10.1	17.5	14.0	12.8
Yes	7,080	100.0	5.4	8.4	25.3	3.6	9.6	27.5	20.1	13.8
Other training or education										
No	14,260	100.0	9.8	12.4	29.7	3.5	10.4	19.6	14.6	12.9
Yes	4,130	100.0	9.1	6.9	24.6	*	8.4	27.4	22.4	13.9

[1]Includes junior college.

Table 4. Number and percent distributions of nursing and personal care home administrators by degrees and licenses held, according to training in nursing home administration: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of training in nursing home administration	Administrators		Highest degree held				Licenses held		
	Number	Percent	None	Associate's	Bachelor's	Master's or doctor's	No RN, LVN, or LPN	RN	LVN or LPN
All types	18,390	100.0	71.7	14.1	10.1	4.2	77.5	11.0	11.6
Course									
No	11,950	100.0	75.7	12.8	7.9	3.6	78.3	10.4	11.4
Yes	6,440	100.0	64.4	16.3	14.1	5.2	75.9	12.1	12.0
On-the-job training									
No	11,310	100.0	75.2	12.8	7.8	4.2	77.8	9.9	12.4
Yes	7,080	100.0	66.3	16.1	13.6	4.1	77.0	12.8	10.3
Other training or education									
No	14,260	100.0	73.7	13.8	8.7	3.8	77.0	10.9	12.1
Yes	4,130	100.0	64.8	14.9	14.8	5.5	79.0	11.3	9.8

Table 5. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to selected characteristics:United States, June-August 1969

[Excludes Alaska and Hawaii]

Selected characteristics of administrators and the homes in which they work	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All characteristics	18,390	100.0	20.9	28.5	12.9	37.7
Age						
Under 35 years	1,550	100.0	7.2	22.8	13.7	56.4
35-44 years	3,130	100.0	9.3	30.1	10.0	50.6
45-54 years	5,500	100.0	11.2	34.3	17.2	37.3
55-64 years	6,110	100.0	34.8	24.7	10.0	30.4
65 years and over	2,100	100.0	33.0	26.3	14.1	26.6
Employment status						
Self-employed	8,090	100.0	30.2	29.3	14.3	26.3
Employed	8,640	100.0	14.2	29.2	11.6	45.0
Both	1,660	100.0	10.0	21.5	13.6	54.9
Bed size of home						
Less than 30 beds	8,100	100.0	34.4	28.6	15.4	21.5
30-99 beds	8,140	100.0	11.8	30.1	12.0	46.2
100-299 beds	2,050	100.0	4.2	22.9	7.4	65.6
300 beds or more	100	100.0	3.3	10.9	1.3	84.5
Geographic region of home						
Northeast	3,830	100.0	13.8	26.1	19.7	40.1
North Central	6,160	100.0	23.2	28.6	14.3	33.9
South	4,750	100.0	19.3	31.7	9.1	39.9
West	3,650	100.0	26.3	26.9	8.5	38.4
Type of service provided by home						
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Ownership of home						
Proprietary	14,160	100.0	20.9	29.1	14.6	35.4
Nonprofit	2,850	100.0	12.5	24.2	8.1	55.2
Government	1,380	100.0	37.3	31.8	*	24.7
Medicare status of home						
Medicare participant	4,770	100.0	8.6	24.7	9.9	56.7
Nonparticipant	13,620	100.0	25.3	29.9	14.0	30.8

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 6. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to age and employment status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Age and employment status	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All ages	18,390	100.0	20.9	28.5	12.9	37.7
Under 35 years	1,550	100.0	7.2	22.8	13.6	56.4
Self-employed	340	100.0	*	30.8	29.4	33.5
Employed	1,070	100.0	*	21.4	10.5	59.8
Both	140	100.0	-	*	-	86.0
35-44 years	3,130	100.0	9.3	30.1	10.0	50.6
Self-employed	980	100.0	19.6	30.8	10.2	39.5
Employed	1,760	100.0	*	32.7	9.2	54.5
Both	390	100.0	*	*	*	61.3
45-54 years	5,500	100.0	11.2	34.3	17.2	37.3
Self-employed	2,610	100.0	14.8	37.6	19.1	28.5
Employed	2,190	100.0	7.6	31.3	16.1	45.1
Both	700	100.0	*	31.2	14.3	45.7
55-64 years	6,110	100.0	34.8	24.7	10.0	30.4
Self-employed	3,000	100.0	45.2	23.9	7.6	23.4
Employed	2,780	100.0	26.2	26.7	11.7	35.5
Both	330	100.0	*	*	*	52.8
65 years and over	2,100	100.0	33.0	26.3	14.1	26.6
Self-employed	1,160	100.0	41.7	22.8	20.0	15.5
Employed	840	100.0	21.8	34.1	*	38.2
Both	100	100.0	*	-	*	*

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 7. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to length of employment as an administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Length of employment as an administrator[1]	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[2]	College[3]
All lengths	18,390	100.0	20.9	28.5	12.9	37.7
Total employment						
Less than 1 year	1,580	100.0	14.7	24.4	15.5	45.5
1-3 years	3,820	100.0	12.4	32.3	8.4	46.9
4-9 years	5,630	100.0	23.6	29.2	12.4	34.8
10-19 years	4,900	100.0	26.3	27.6	13.7	32.4
20 years or more	2,460	100.0	21.1	25.6	18.1	35.3
Current employment						
Less than 1 year	2,330	100.0	15.2	23.7	15.8	45.2
1-3 years	5,240	100.0	12.0	30.2	9.2	48.6
4-9 years	6,070	100.0	27.1	26.3	12.9	33.7
10 years or more	4,750	100.0	25.5	31.8	15.7	27.0
Employment in other homes						
None	13,010	100.0	20.9	30.0	12.8	36.3
Less than 1 year	310	100.0	*	*	*	50.0
1-3 years	1,770	100.0	24.1	22.5	10.5	42.9
4-9 years	2,000	100.0	21.7	27.5	15.0	35.8
10 years or more	1,300	100.0	18.2	23.3	14.0	44.6
Employment in hospitals						
None	16,560	100.0	21.5	30.5	11.3	36.7
Less than 1 year	*	100.0	-	*	*	*
1-3 years	570	100.0	*	*	29.9	46.4
4-9 years	20	100.0	25.6	*	*	52.1
10 years or more	770	100.0	*	*	29.7	46.9

[1] Includes only experience as an administrator in hospitals, nursing homes, homes for the aged, and similar facilities.
[2] Includes 1 to 3 years of nursing school.
[3] Includes 1 year or more of junior college or college.

Table 8. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
One service or more	[3]18,390	100.0	20.9	28.5	12.9	37.7
Professional services	[3]18,010	100.0	20.4	28.5	13.1	38.1
Administration	17,630	100.0	20.2	28.8	12.6	38.4
Nursing care	5,080	100.0	24.6	27.0	26.2	22.2
Medical and dental care	980	100.0	22.4	25.3	18.9	33.4
Physical therapy	1,110	100.0	10.9	22.8	36.2	30.1
Occupational therapy	1,250	100.0	*	21.1	30.3	40.7
Recreational therapy	2,810	100.0	13.9	26.2	19.2	40.7
Speech and hearing therapy	590	100.0	*	26.0	27.8	34.0
Social work	3,460	100.0	10.8	25.7	16.1	47.4
Subprofessional services	[3]10,970	100.0	25.7	29.6	13.8	30.9
Clerical work	7,590	100.0	21.1	30.1	14.9	33.1
Kitchen or dietary work	9,010	100.0	28.8	29.1	15.1	27.1
Housekeeping services	5,690	100.0	29.6	27.7	12.9	29.9
Other services	3,210	100.0	23.5	29.3	12.3	34.9

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.
[3] Service categories do not add to total since categories are not mutually exclusive.

Table 9. Number of nursing and personal care home administrators and percent of time spent performing specific services the week prior to the survey by highest grade completed, according to services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	All administrators	All grades	Highest grade completed			
			Below 12th grade	12th grade	Nursing school[1]	College[2]
		Percent of time				
One service or more	[3]18,390	100.0	100.0	100.0	100.0	100.0
Professional services	[3]18,010	71.5	56.9	72.7	77.5	78.8
Administration	17,630	58.8	46.1	60.4	53.9	68.4
Nursing care	5,080	7.5	8.0	7.9	15.4	3.8
Medical and dental care	980	0.5	0.4	0.3	0.7	0.6
Physical therapy	1,110	0.4	0.2	0.4	1.3	0.3
Occupational therapy	1,250	0.6	0.1	0.4	1.4	0.9
Recreational therapy	2,810	1.5	0.9	1.4	2.1	1.8
Speech and hearing therapy	590	0.3	0.1	0.2	0.7	0.2
Social work	3,460	2.0	1.2	1.7	2.1	2.8
Subprofessional services	[3]10,970	25.3	39.4	24.5	20.3	17.8
Clerical work	7,590	6.5	4.0	7.4	7.0	7.2
Kitchen or dietary work	9,010	12.5	22.7	11.9	10.0	6.7
Housekeeping services	5,690	6.3	12.7	5.1	3.4	3.8
Other services	3,210	3.3	3.8	3.0	2.2	3.5

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.
[3]Service categories do not add to total, since categories are not mutually exclusive.

Table 10. Number of nursing and personal care home administrators and average hours worked the week prior to the survey, by highest grade completed and services performed: United States, June-August 1969

[Excludes Alaska and Hawaii]

Services performed	All administrators	All grades	Highest grade completed			
			Below 12th grade	12th grade	Nursing school[1]	College[2]
		Average hours				
One service or more	[3]18,390	57	67	58	56	52
Professional services	[3]18,010	42	40	43	44	41
Administration	17,630	35	33	36	33	36
Nursing care	5,080	16	16	18	16	12
Medical and dental care	980	5	4	4	5	6
Physical therapy	1,110	4	4	5	4	4
Occupational therapy	1,250	5	2	4	5	7
Recreational therapy	2,810	6	6	6	5	6
Speech and hearing therapy	590	5	4	4	6	4
Social work	3,460	6	8	6	5	6
Subprofessional services	[3]10,970	24	36	23	18	19
Clerical work	7,590	9	6	10	8	10
Kitchen or dietary work	9,010	15	23	14	10	10
Housekeeping services	5,690	12	20	10	6	8
Other services	3,210	11	13	10	7	11

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.
[3] Service categories do not add to total, since categories are not mutually exclusive.

Table 11. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to bed size of home and employment status of administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Bed size of home and employment status of administrator	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All sizes	18,390	100.0	20.9	28.5	12.9	37.7
Less than 30 beds	8,100	100.0	34.4	28.6	15.4	21.5
Self-employed	5,570	100.0	37.4	26.1	16.8	19.7
Employed	2,230	100.0	29.7	37.4	10.9	22.0
Both	300	100.0	*	*	*	53.3
30-99 beds	8,140	100.0	11.8	30.1	12.0	46.2
Self-employed	2,270	100.0	14.5	37.6	9.4	38.5
Employed	4,760	100.0	10.7	27.5	13.3	48.5
Both	1,110	100.0	11.0	25.6	11.7	51.8
100-299 beds	2,050	100.0	4.2	22.9	7.4	65.6
Self-employed	240	100.0	*	*	*	63.3
Employed	1,570	100.0	*	23.5	7.9	65.1
Both	240	100.0	*	*	*	70.9
300 beds or more	100	100.0	3.3	10.9	1.3	84.5
Self-employed	10	100.0	-	-	-	100.0
Employed	80	100.0	3.6	11.8	1.4	83.2
Both	10	100.0	-	-	-	100.0

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.

Table 12. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to age of administrator and bed size of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Age of administrator and bed size of home	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All ages	18,390	100.0	20.9	28.5	12.9	37.7
Under 35 years	1,550	100.0	7.2	22.8	13.7	56.4
Less than 30 beds	380	100.0	*	28.9	*	37.4
30-99 beds	950	100.0	*	23.0	12.6	58.4
100-299 beds	210	100.0	-	*	*	83.0
300 beds or more	10	100.0	-	-	-	100.0
35-44 years	3,130	100.0	9.3	30.1	10.0	50.6
Less than 30 beds	780	100.0	18.4	32.1	*	41.0
30-99 beds	1,860	100.0	7.5	32.0	11.5	49.0
100-299 beds	470	100.0	*	*	*	70.6
300 beds or more	20	100.0	-	5.2	-	94.8
45-54 years	5,500	100.0	11.2	34.3	17.2	37.3
Less than 30 beds	2,370	100.0	15.7	37.7	23.3	23.4
30-99 beds	2,400	100.0	9.2	34.2	14.5	42.3
100-299 beds	690	100.0	*	23.9	*	65.7
300 beds or more	40	100.0	3.1	20.7	-	76.2
55-64 years	6,110	100.0	34.8	24.7	10.0	30.4
Less than 30 beds	3,240	100.0	51.6	22.0	9.5	16.8
30-99 beds	2,300	100.0	18.2	28.3	10.9	42.6
100-299 beds	540	100.0	*	27.1	*	56.9
300 beds or more	30	100.0	3.0	3.1	3.8	89.6
65 years and over	2,100	100.0	33.0	26.3	14.1	26.6
Less than 30 beds	1,330	100.0	41.2	26.4	18.7	13.7
30-99 beds	630	100.0	19.9	25.9	*	47.2
100-299 beds	140	100.0	*	*	*	*
300 beds or more	-	-	-	-	-	-

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 13. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to geographic region and bed size of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region and bed size of home	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All regions	18,390	100.0	20.9	28.5	12.9	37.7
Northeast	3,830	100.0	13.8	26.1	19.7	40.1
Less than 30 beds	1,780	100.0	21.2	26.7	28.4	23.8
30-99 beds	1,540	100.0	8.2	26.9	13.3	51.6
100-299 beds	470	100.0	5.0	22.5	*	62.9
300 beds or more	40	100.0	8.6	8.8	-	82.5
North Central	6,160	100.0	23.2	28.6	14.3	33.9
Less than 30 beds	2,700	100.0	36.4	25.8	15.7	22.0
30-99 beds	2,690	100.0	15.2	32.3	14.8	37.6
100-299 beds	730	100.0	*	26.1	*	60.9
300 beds or more	40	100.0	-	9.6	2.8	87.6
South	4,750	100.0	19.3	31.7	9.1	39.9
Less than 30 beds	1,540	100.0	36.1	35.5	11.1	17.3
30-99 beds	2,620	100.0	13.0	32.1	9.3	45.7
100-299 beds	580	100.0	*	19.9	*	72.9
300 beds or more	10	100.0	-	19.6	-	80.5
West	3,650	100.0	26.3	26.9	8.5	38.4
Less than 30 beds	2,080	100.0	41.9	28.8	7.2	22.1
30-99 beds	1,290	100.0	*	24.9	9.9	58.5
100-299 beds	270	100.0	-	*	*	67.3
300 beds or more	10	100.0	-	19.9	-	80.1

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 14. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to geographic region and employment status: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region and employment status	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All regions	18,390	100.0	20.9	28.5	12.9	37.7
Northeast	3,830	100.0	13.8	26.1	19.7	40.1
Self-employed	1,550	100.0	20.1	29.1	25.9	24.9
Employed	1,970	100.0	9.6	26.7	14.7	49.1
Both	310	100.0	*	*	*	62.2
North Central	6,160	100.0	23.2	28.6	14.3	33.9
Self-employed	2,800	100.0	35.2	28.1	15.0	21.7
Employed	2,770	100.0	15.3	28.9	13.2	42.7
Both	590	100.0	*	29.5	*	50.6
South	4,750	100.0	19.3	31.7	9.1	39.9
Self-employed	1,680	100.0	27.1	29.6	10.8	32.4
Employed	2,580	100.0	14.0	35.4	8.2	42.4
Both	490	100.0	20.7	*	*	52.0
West	3,650	100.0	26.3	26.9	8.5	38.4
Self-employed	2,060	100.0	33.5	30.6	7.3	28.5
Employed	1,330	100.0	19.4	21.4	10.2	49.1
Both	260	100.0	*	*	*	61.6

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 15. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to type of service provided by home and age of administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home and age of administrator	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All services	18,390	100.0	20.1	28.5	12.9	37.7
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Under 35 years	1,160	100.0	*	24.6	*	63.2
35-44 years	2,490	100.0	7.6	26.6	10.8	55.0
45-54 years	3,760	100.0	8.3	32.1	16.1	43.5
55-64 years	3,200	100.0	18.0	27.9	13.8	40.3
65 years and over	970	100.0	15.8	37.0	15.3	31.9
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Under 35 years	240	100.0	-	*	50.1	42.0
35-44 years	300	100.0	*	43.5	*	44.2
45-54 years	810	100.0	*	31.2	21.6	35.4
55-64 years	1,720	100.0	48.9	20.8	7.0	23.5
65 years and over	700	100.0	41.5	16.6	21.2	20.6
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Under 35 years	150	100.0	*	*	-	*
35-44 years	340	100.0	*	44.4	*	*
45-54 years	930	100.0	22.3	45.6	18.3	13.9
55-64 years	1,190	100.0	59.8	22.0	*	14.0
65 years and over	430	100.0	58.0	17.9	-	24.1

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.

Table 16. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to type of service provided by home and employment status of administrator: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home and employment status of administrator	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All services	18,390	100.0	20.9	28.5	12.9	37.7
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Self-employed	3,890	100.0	14.5	34.0	16.9	34.6
Employed	6,300	100.0	9.7	28.5	11.0	50.8
Both	1,390	100.0	7.8	20.8	14.7	56.7
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Self-employed	2,010	100.0	42.3	19.9	16.6	21.2
Employed	1,590	100.0	22.5	25.6	14.4	37.5
Both	170	100.0	*	*	*	*
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Self-employed	2,190	100.0	46.8	29.5	7.5	16.3
Employed	750	100.0	35.0	42.3	*	*
Both	100	100.0	*	-	-	*

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.

Table 17. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to type of service and bed size of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service and bed size of home	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All services	18,390	100.0	20.9	28.5	12.9	37.7
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Less than 30 beds	2,980	100.0	19.2	33.2	18.3	29.3
30-99 beds	6,810	100.0	9.5	29.9	12.7	48.0
100-299 beds	1,730	100.0	*	21.7	8.3	66.3
300 beds or more	60	100.0	3.4	11.6	1.9	83.1
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Less than 30 beds	2,340	100.0	41.3	20.4	19.8	18.6
30-99 beds	1,090	100.0	23.9	28.4	10.2	37.6
100-299 beds	310	100.0	*	27.5	*	64.3
300 beds or more	30	100.0	3.4	10.1	-	86.5
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Less than 30 beds	2,780	100.0	45.1	30.6	8.7	15.7
30-99 beds	240	100.0	*	42.9	-	*
100-299 beds	*	100.0	*	*	-	*
300 beds or more	10	100.0	-	-	-	100.0

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 18. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to type of service provided by home and geographic region: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service provided by home and geographic region	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All services	18,390	100.0	20.9	28.5	12.9	37.7
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Northeast	2,660	100.0	7.2	27.7	18.3	46.8
North Central	3,910	100.0	15.1	29.3	15.2	40.4
South	3,350	100.0	12.6	33.0	9.0	45.4
West	1,660	100.0	*	25.2	10.4	59.7
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Northeast	620	100.0	22.7	27.4	*	33.8
North Central	1,750	100.0	34.4	23.1	16.4	26.1
South	740	100.0	31.9	28.6	14.6	24.9
West	660	100.0	39.8	*	*	33.0
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Northeast	550	100.0	35.7	*	30.5	*
North Central	500	100.0	47.4	42.1	-	*
South	660	100.0	39.4	28.6	*	28.3
West	1,330	100.0	46.5	35.5	*	14.5

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.

Table 19. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to type of service and ownership of home: United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service and ownership of home	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school	College
All services	18,390	100.0	20.9	28.5	12.9	37.7
Nursing care	11,580	100.0	11.1	29.4	13.4	46.1
Proprietary	9,150	100.0	10.9	30.4	14.9	43.9
Nonprofit	1,750	100.0	8.5	23.9	7.9	59.7
Government	680	100.0	20.1	31.1	*	40.3
Personal care with nursing	3,770	100.0	33.0	23.2	15.5	28.3
Proprietary	2,610	100.0	36.7	23.0	18.8	21.5
Nonprofit	830	100.0	16.0	23.0	8.1	52.8
Government	330	100.0	46.2	*	*	*
Personal care	3,040	100.0	43.1	31.7	7.9	17.3
Proprietary	2,400	100.0	42.1	30.7	9.0	18.2
Nonprofit	270	100.0	60.3	38.7	-	*
Government	370	100.0	*	*	*	*

[1] Includes 1 to 3 years of nursing school.
[2] Includes 1 year or more of junior college or college.

Table 20. Number and percent distribution of nursing and personal care home administrators by highest grade completed, according to geographic region and type of ownership: United States, June-August 1969

[Excludes Alaska and Hawaii]

Geographic region and type of ownership	Administrators		Highest grade completed			
	Number	Percent	Below 12th grade	12th grade	Nursing school[1]	College[2]
All regions	18,390	100.0	20.9	28.5	12.9	37.7
Northeast	3,830	100.0	13.8	26.1	19.7	40.1
Proprietary	2,890	100.0	15.7	24.5	23.3	36.5
Nonprofit	740	100.0	*	28.6	*	55.3
Government	200	100.0	*	*	8.2	40.7
North Central	6,160	100.0	23.2	28.6	14.3	33.9
Proprietary	4,670	100.0	25.5	29.9	15.8	28.8
Nonprofit	1,050	100.0	10.4	20.2	*	60.3
Government	440	100.0	29.4	34.4	10.1	26.2
South	4,750	100.0	19.3	31.7	9.1	39.9
Proprietary	3,620	100.0	17.9	32.7	9.4	40.0
Nonprofit	760	100.0	15.7	27.6	9.1	47.6
Government	370	100.0	41.1	30.0	*	*
West	3,650	100.0	26.3	26.9	8.5	38.4
Proprietary	2,980	100.0	22.6	27.8	10.4	39.3
Nonprofit	300	100.0	*	*	-	56.6
Government	370	100.0	57.0	*	-	*

[1]Includes 1 to 3 years of nursing school.
[2]Includes 1 year or more of junior college or college.

APPENDIX I

TECHNICAL NOTES ON METHODS

Survey Design

General.—The Resident Places Survey-3 (RPS-3) was conducted during June-August 1969 by the Division of Health Resources Statistics in cooperation with the U.S. Bureau of the Census. This was a sample survey of nursing and personal care homes in the conterminous United States which provide care to the aged and the infirm patients. Collected in the survey were data about the sample establishment itself, about the health of a sample of the patients or residents, about the administrator of the establishment, and about a sample of the employees.

Resident Places Survey-3 (RPS-3) is the third of a series of institutional population sample surveys. The institutional population surveys are a part of the National Health Survey program. The previous sample surveys have been designated as Resident Places Surveys 1 and 2, or RPS-1 and RPS-2. Several reports on the results of RPS-1 and RPS-2 have been published.[3-11]

Sampling frame.—The list of nursing and personal care homes included in the 1967 Master Facility Inventory (MFI) was the primary sampling frame (universe) for Resident Places Survey-3. The MFI was supplemented by a list of new homes, "Births," which were possibly within scope of RPS-3 but were not confirmed in the 1967 MFI survey. The Births had been reported in the Agency Reporting System (ARS) as being in operation at the time of the survey. (A description of the MFI and ARS has been published.)[13]

To be eligible for the survey, establishments must have maintained at least three beds and routinely provided some level of nursing or personal care. Thus, a home providing only room and board or domiciliary care to its residents was not eligible for RPS-3 even if it were a home for the aged. The classification scheme for homes is described in appendix II.

Sample design.—The sample was a stratified two-stage probability design; the first stage was a selection of establishments and their administrators, and the second stage was a selection of residents and employees of the sample establishments. In preparation for the first-stage sample selection, establishments listed in the MFI were sorted into three types of service strata: nursing care homes, personal-care-with-nursing homes, and personal care homes. The Births from the Agency Reporting System were treated as a fourth type of service stratum. Each of these four strata was sorted into seven bed-size groups, producing 28 primary strata as shown in table I. MFI establishments were ordered by type of ownership, State, and county. The sample of MFI establishments and the Births were then selected systematically after a random start within each primary stratum. Table I shows the distribution of establishments in the sampling frame and the final disposition of the sample with regard to response and in-scope status.

The second-stage sample selection of residents and employees was carried out by Bureau of the Census interviewers at the time of their visit to the establishments in accordance with specific instructions given for each sample establishment. The sampling frame for residents was the total number of residents on the register of the establishment on the day of the survey. The sampling frame for employees was the Staff Information and Control Record (HRS-4e, appendix III) on which the interviewer listed the names of all employees of the establishment and sampled only professional and semiprofessional employees by using predesignated sampling instructions that appeared at the head of each column of this form.

Survey procedures.—The U.S. Bureau of the Census collected the data according to specifications of the Division of Health Resources Statistics. The initial contact with an establishment was a letter (HRS-4g-1, appendix III) signed by the Director of the Bureau of the Census mailed prior to a personal visit to each sample facility. This letter was accompanied by the facility and administrator questionnaires (HRS-4a and HRS-4b, appendix III). The respondent for the facility questionnaire was usually the administrator or another member of the staff designated by the operator of the establishment. Information on the administrator questionnaire was self-enumerative and was completed by the person who was designated as administrator by the owner or operator of the sample facility. These two

NOTE: The list of references follows the text.

Table I. Distribution of homes in the Resident Places Survey-3 (RPS-3) universe and disposition of sample homes according to primary strata (type of service and size of home): United States, June-August 1969

[Excludes Alaska and Hawaii]

Type of service and size of home	Universe[1] (sampling frame)	Total homes	Number of homes in sample		
			Out of scope or out of business	In scope and in business	
				Nonresponding homes	Responding homes
All types	21,301	2,088	153	81	1,854
Nursing care	10,480	1,289	48	66	1,175
Less than 15 beds	858	21	4	2	15
15-24 beds	1,756	88	13	3	72
25-49 beds	3,448	260	16	10	234
50-99 beds	3,166	477	4	24	449
100-199 beds	1,062	316	9	24	283
200-299 beds	126	64	1	2	61
300 beds or more	64	63	1	1	61
Personal care with nursing	3,608	402	35	7	360
Less than 15 beds	941	24	6	-	18
15-24 beds	767	37	9	-	28
25-49 beds	828	62	7	1	54
50-99 beds	612	92	3	3	86
100-199 beds	332	100	6	2	92
200-299 beds	82	41	1	-	40
300 beds or more	46	46	3	1	42
Personal care	4,725	183	42	3	138
Less than 15 beds	2,937	60	16	-	44
15-24 beds	988	40	11	-	29
25-49 beds	561	35	5	-	30
50-99 beds	183	24	3	1	20
100-199 beds	48	17	5	2	10
200-299 beds	6	5	2	-	3
300 beds or more	2	2	-	-	2
Births[2]	2,488	214	28	5	181
Unknown bed size[3]	473	-	-	-	-
Less than 15 beds	304	6	2	-	4
15-24 beds	255	11	3	-	8
25-49 beds	492	31	3	1	27
50-99 beds	681	83	4	3	76
100-199 beds	241	58	7	1	50
200-299 beds	30	13	3	-	10
300 beds or more	12	12	6	-	6

[1]The universe for the RPS-3 sample consisted of the nursing and personal care homes included in the Master Facility Inventory and the Agency Reporting System.

[2]Births consist of those homes which were assumed to be in scope of RPS-3 but for which current data were not available.

[3]Births of unknown bed size were inadvertently excluded from frame.

forms were collected by an interviewer during the personal visit to the facility and were edited for completeness and consistency at that time. The resident information was obtained during the personal interview to the sample establishment. The sample of residents within an establishment was selected systematically according to predetermined sampling schemes. The interviewer was asked to list on the back of the Current Patient Questionnaire (HRS-4f, appendix III) all the residents or patients in the sample and to complete the health information for each of the sample patients from personal knowledge of a staff member of the establishment who had close contact with the resident and firsthand knowledge of the resident's health condition. The staff information was obtained by means of a self-enumeration questionnaire (HRS-4c, appendix III).

The usual checks and followups were performed during the course of the survey. The completed questionnaires were edited and coded by the National Center for Health Statistics, and the data were processed on an electronic computer. This processing included assignment of weights, ratio adjustments, and other related procedures necessary to produce national estimates from the sample data.

General Qualifications

Nonresponse and imputation of missing data.—Statistics presented in this report were adjusted for failure of a home to respond. Data were also adjusted for nonresponse which resulted from failure to complete one of the questionnaires or the failure to complete an item on a questionnaire.

Rounding of numbers.—Estimates relating to residents and employees have been rounded to the nearest hundred and homes or administrators to the nearest 10. For this reason detailed figures within tables do not always add to totals. Percents were calculated on the basis of original, unrounded figures and will not necessarily agree with percents which might be calculated from rounded data.

Estimation procedure.—The statistics presented in this report are essentially the result of ratio estimation techniques. These techniques have been described in the appendexes of earlier publications.[3-11]

Reliability of estimates.—Since statistics presented in this report are based on a sample, they will differ somewhat from figures that would have been obtained if a complete census had been taken using the same schedules, instructions, and procedures. As in any survey, the results are also subject to reporting and processing errors and errors due to nonresponse. To the extent possible, these types of errors were kept to a minimum by methods built into survey procedures.

The sampling error (or standard error) of a statistic is inversely proportional to the square root of the number of observations in the sample. Thus, as the sample size increases, the standard error decreases. The standard error is primarily a measure of the variability that occurs by chance because only a sample, rather than the entire universe, is surveyed. As calculated for this report, the standard error also reflects part of the measurement error, but it does not measure any systematic biases in the data. The chances are about two out of three that an estimate from the sample differs from the value which would be obtained from a complete census by less than the standard error. The chances are about 95 out of 100 that the difference is less than twice the standard error and about 99 out of 100 that it is less than 2½ times as large.

Relative standard errors of aggregates shown in this report can be determined from table II. The relative standard error of an estimate is obtained by dividing the standard error of the estimate by the estimate itself and is expressed as a percent of the estimate. Standard errors of estimated percentages are shown in table III. Rules for determining the standard error of a mean value, of a median value, or of the difference between two statistics have been published.[5]

Table II. Approximate relative standard errors, expressed in percentage points, of estimated number of administrators for nursing and personal care homes: United States, June-August 1969

Size of estimate (number of administrators)	Relative standard error
	Percent
100	44.6
200	31.5
300	25.6
400	22.1
500	19.8
600	18.0
700	16.6
800	15.5
900	14.6
1,000	13.8
2,000	9.5
3,000	7.5
4,000	6.3
5,000	5.5
6,000	4.8
7,000	4.3
8,000	3.9
9,000	3.5
10,000	3.2
18,000	0.3

NOTE: The list of references follows the text.

Table III. Approximate standard errors, expressed in percentage points, of percentages for estimated number of administrators for nursing and personal care homes: United States, June-August 1969

Base of estimated percent (number of administrators)	Estimated percent						
	1 or 99	5 or 95	10 or 90	20 or 80	30 or 70	40 or 60	50
	Standard error in percentage points						
100[1]	4.5	9.8	13.4	17.9	20.5	21.9	22.4
200	3.1	6.9	9.5	12.7	14.5	15.5	15.8
300	2.6	5.6	7.7	10.3	11.8	12.7	12.9
400	2.2	4.9	6.7	8.9	10.3	11.0	11.2
500	2.0	4.4	6.0	8.0	9.2	9.8	10.0
1,000	1.4	3.1	4.2	5.7	6.5	6.9	7.1
2,000	1.0	2.2	3.0	4.0	4.6	4.9	5.0
4,000	0.7	1.5	2.1	2.8	3.2	3.5	3.5
6,000	0.6	1.3	1.7	2.3	2.6	2.8	2.9
8,000	0.5	1.1	1.5	2.0	2.3	2.5	2.5
10,000	0.4	1.0	1.3	1.8	2.1	2.2	2.2
18,000	0.3	0.7	0.9	1.3	1.4	1.5	1.6

[1] Does not apply to bed-size group 300 beds or more which was sampled 100.0 percent.

APPENDIX II

DEFINITIONS OF CERTAIN TERMS USED IN THIS REPORT

Terms Relating to Administrators

Administrator.—The person who was designated as administrator by the owner or manager of each sample home.

Length of work experience.—Data on length of work experience refer to length of employment as an administrator in the position currently held and any previous employment as an administrator of other nursing homes, homes for the aged, or similar facilities or hospitals.

Length of current employment.—The time between the date the survey was conducted in the sample home and the date the administrator began working as an administrator in that home.

Terms Relating to Homes or Residents

Beds.—A bed is defined as one set up and regularly maintained for patients or residents. Beds maintained for staff and beds used exclusively for emergency services are excluded.

Resident.—A person who has been formally admitted but not discharged from an establishment. All such persons were included in the survey whether or not they were physically present at the time.

Nursing care.—Nursing care is defined as the provision of one or more of the following:

Hypodermic injection
Intravenous injection
Intramuscular injection
Taking of temperature, pulse, respiration, or blood pressure
Application of dressings or bandages
Bowel and bladder retraining
Nasal feeding
Catheterization
Irrigation
Oxygen therapy
Full bed bath
Enema

Proprietary home.—A home operated under private commercial ownership.

Nonprofit home.—A home operated under voluntary or nonprofit auspices, including both church-related institutions and institutions that are not church related.

Government home.—A home operated under Federal, State, or local government auspices.

Geographic region.—The regions of the United States (excluding Alaska and Hawaii) which correspond to U.S. Bureau of the Census regions.

Classification of Homes by Type of Service

For purposes of stratification of the universe prior to selection of the sample, the homes on the MFI were classified as nursing care, personal care with nursing, and personal care. Details of the classification procedure in the MFI have been published.

Due to the 2-year interval between the MFI survey and the RPS-3 survey, it was felt that, for producing statistics by type of service from the RPS-3 survey, the homes should be reclassified on the basis of the current data collected in the survey. This classification procedure is essentially the same as the MFI scheme. The three types of service classes delineated for RPS-3 are defined as follows:

1. *A nursing care home* is defined as one in which 50 percent or more of the residents received nursing care during the week prior to the survey in the home, with an RN or LPN employed.
2. *A personal-care-with-nursing home* is defined as one in which either (a) over 50 percent of the residents received nursing care during the week prior to the survey, but there were no RN's or LPN's on the staff, or (b) some, but less than 50 percent, of the residents received nursing care during the week prior to the survey regardless of the presence of RN's or LPN's on the staff, but one or more of the following conditions were met:
   (1) Medications and treatments were administered in accordance with physicians' orders.
   (2) Supervision over self-administered medications was provided.
   (3) Three or more personal services were routinely provided.

3. ***A personal care home*** is defined as one in which residents routinely received personal care, but no residents received nursing care during the week prior to the survey and one or both of the following criteria were met:

   (a) Medications and treatments were administered in accordance with physician's orders, or supervision over medications which may be self-administered was provided.
   (b) Three or more of the criterion personal services were routinely provided.

———— ○ ○ ○ ————

APPENDIX III

RESIDENT PLACES SURVEY-3: FORMS AND QUESTIONNAIRES

Introductory Letter

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
WASHINGTON, D.C. 20233

OFFICE OF THE DIRECTOR

HRS-4g-1 (4-69)

Dear Sir:

The Bureau of the Census, acting for the United States Public Health Service, is conducting a survey of nursing homes, homes for the aged, and other establishments which provide nursing care, personal care, or domiciliary care for the aged or infirm. The purpose of this survey is to collect much needed information about both the facilities and the employees and patients. This activity is part of the National Health Survey program authorized by Congress because of the urgent need for more comprehensive and up-to-date health statistics.

This letter is to request your cooperation and to inform you that a representative of the Bureau of the Census will visit your establishment within the next week or so to obtain the needed information. Prior to this visit, the Census representative will call you to arrange for a convenient appointment time. Meanwhile, to save time, I should appreciate your completing the two enclosed questionnaires which request some information about you and your establishment. Our Census representative will pick up these questionnaires when she visits you to obtain the additional desired information.

All the information provided on the questionnaires and given to the Census representative will be kept strictly confidential by the Public Health Service and the Bureau of the Census, and will be used for statistical purposes only.

Your cooperation in this important survey will be very much appreciated.

Sincerely,

A. Ross Eckler

A. Ross Eckler
Director

2 Enclosures

Facility Questionnaire

Budget Bureau No. 68-S69022; Approval Expires August 31, 1969

NOTICE – All information which would permit identification of the facility will be held in strict confidence, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any purposes.

FORM HRS-4a
(4-3-69)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE
U.S. PUBLIC HEALTH SERVICE

FACILITY QUESTIONNAIRE

(Please correct any error in name and address including ZIP code)

1. What was the number of inpatients in this facility on December 31, 1968? — Number

2. During the seven days prior to December 31, 1968, how many of the PERSONS in question 1 received "Nursing care"? Count each person only once. Consider that an inpatient received nursing care if he received any of the following services:

Nasal feeding	Catheterization	Irrigation
Oxygen therapy	Full bed-bath	Enema
Hypodermic injection	Intravenous injection	Temperature-pulse-respiration
Blood pressure	Application of dressing or bandage	Bowel and bladder retraining

No. of persons _____

3. In 1968, what was the total inpatient days of care provided? (The sum of the number of days of care given to each patient from 1/1/68 through 12/31/68) — Days

4. In 1968, how many admissions did this facility have? — Number

5. In 1968, how many of the admissions were Medicare patients? — Number

6a. In 1968, how many discharges, excluding deaths, did this facility have? — Number

b. How many patients were discharged to the following places –	Total No.	How many were Medicare patients?
(1) general or short-stay hospital?		___ ☐ None
(2) long-term specialty hospital (except mental)?		___ ☐ None
(3) mental hospital?		___ ☐ None
(4) another nursing home?		___ ☐ None
(5) personal care or domiciliary home?		___ ☐ None
(6) patient's home or family?		___ ☐ None
(7) other places? *(Specify place)* _____		___ ☐ None

7. In 1968, how many persons died while patients of this facility? ___ ☐ None

8. What is the total number of patient beds regularly maintained (set up and staffed for use) in this facility? — Beds

9. What is the total NUMBER OF INPATIENTS (patients or residents) who stayed in your facility last night? *(DO NOT INCLUDE EMPLOYEES OR OWNERS)* — Number

10. During the past seven days, how many of the INPATIENTS in question 9 received "Nursing care"? Count each person only once. Consider that an inpatient received nursing care if he received any of the following services:

Nasal feeding	Catheterization	Irrigation
Oxygen therapy	Full bed-bath	Enema
Hypodermic injection	Intravenous injection	Temperature-pulse-respiration
Blood pressure	Application of dressing or bandage	Bowel and bladder retraining

No. of persons _____

Please continue on reverse side

11.	**Which of the following services are ROUTINELY provided?**	
	a. Supervision over medications which may be self-administered	1 ☐ Yes 2 ☐ No
	b. Medications and treatments administered in accordance with physicians' orders	1 ☐ Yes 2 ☐ No
	c. Rub and massage	1 ☐ Yes 2 ☐ No
	d. Help with dressing	1 ☐ Yes 2 ☐ No
	e. Help with correspondence or shopping	1 ☐ Yes 2 ☐ No
	f. Help with walking or getting about	1 ☐ Yes 2 ☐ No
	g. Help with eating	1 ☐ Yes 2 ☐ No
	OR h. None of the above services ROUTINELY provided, room and board provided only	☐
12.	**Is this FACILITY participating in the Medicare program?**	1 ☐ Yes 2 ☐ No (Skip to 16)
13.	**How many beds are certified for Medicare?**	Number
14a.	**For how many patients is this facility now receiving Medicare payments?**	Number
b.	**How many of these Medicare patients lived (had their home) in this State when admitted to this facility?**	Number
15.	**In addition to two physicians, does the Utilization Review Committee include –**	
	a. the nursing director?	1 ☐ Yes 2 ☐ No
	b. a social worker?	1 ☐ Yes 2 ☐ No
	c. the nursing home administrator?	1 ☐ Yes 2 ☐ No
	d. a physical therapist?	1 ☐ Yes 2 ☐ No
	e. any other members? *(Specify occupation)* _____	1 ☐ Yes 2 ☐ No
16.	**How many persons are employed in this facility?** *(Include members of religious organizations and orders who provide their services.)*	Total employees

17. **Last month, were the following services provided on a regular basis through contracts or other fee arrangements?**			**How many persons provided this service?**	**Last month, how many hours did they spend providing this service?**
			No. of persons	Hours
a. Physician (M.D. or D.O.)	2 ☐ No	1 ☐ Yes →		
b. Dental	2 ☐ No	1 ☐ Yes →		
c. Pharmaceutical	2 ☐ No	1 ☐ Yes →		
d. Physical therapy	2 ☐ No	1 ☐ Yes →		
e. Occupational therapy	2 ☐ No	1 ☐ Yes →		
f. Recreational therapy	2 ☐ No	1 ☐ Yes →		
g. Speech therapy	2 ☐ No	1 ☐ Yes →		
h. Social worker	2 ☐ No	1 ☐ Yes →		
i. Dietary (Dietitian)	2 ☐ No	1 ☐ Yes →		
j. Food service (meal preparation)	2 ☐ No	1 ☐ Yes →		
k. Housekeeping	2 ☐ No	1 ☐ Yes →		
l. None of above	☐			

FORM HRS-4a (4-3-69) USCOMM-DC

Administrator Questionnaire

Budget Bureau No. 68-S69022; Approval Expires August 31, 1969

NOTICE – All information which would permit identification of the individual will be held in strict confidence, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any purposes.

FORM HRS-4b (4-4-69)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE
U.S. PUBLIC HEALTH SERVICE

ADMINISTRATOR QUESTIONNAIRE

A. Name of administrator

B. Establishment No.

The U.S. National Health Survey of the Public Health Service is conducting a nationwide survey in nursing homes, homes for the aged, and other related types of establishments. The purpose of the survey is to obtain certain information about the staff employed in these establishments as well as about the health of patients or residents in the establishments.

Your answers will be given confidential treatment by the U.S. National Health Survey and the Bureau of the Census. The information will be used for statistical purposes only, and will be presented in such a manner that no individual person or establishment can be identified.
Thank you for your cooperation.

1. **When were you born?** — Month | Year

2. **In what State (or foreign country) were you born?** — State or foreign country

3. **How long have you been the administrator –**

	No. of years	No. of months
a. in this facility?		
b. in other nursing homes, homes for the aged, or similar facilities?		
c. in hospitals?		

4a. **Are you the administrator for more than one NURSING HOME?** — 1 ☐ Yes *(4b)* 2 ☐ No *(Skip to Q.5)*

b. **For how many other NURSING HOMES?** — Number

c. **What is the number of patient beds in EACH of the other NURSING HOMES?**

5a. **How many hours did you work LAST WEEK IN THIS FACILITY ONLY?** — Hours

b. **How many of these hours did you spend LAST WEEK performing EACH of the following services IN THIS FACILITY ONLY –**

(1) administration of the facility?		☐ None
(2) nursing care?		☐ None
(3) medical and dental care?		☐ None
(4) physical therapy?		☐ None
(5) occupational therapy?		☐ None
(6) recreational therapy?		☐ None
(7) speech and hearing therapy?		☐ None
(8) social work?		☐ None
(9) clerical work?		☐ None
(10) kitchen/dietary work, grocery shopping?		☐ None
(11) housekeeping services?		☐ None
(12) other? *(Specify service)* _____		☐ None

6. **Besides the hours worked IN THIS FACILITY, how many additional hours did you work in your profession LAST WEEK?** — ☐ None

7. **As an administrator, are you self-employed or a salaried employee?** — 1 ☐ Self-employed 2 ☐ Employee 3 ☐ Both

Please continue on reverse side

8. What is the highest grade you completed in school?

Circle highest grade completed

a. Elementary school 1 2 3 4 5 6 7 8
b. High school 1 2 3 4

} *Skip to Q. 10*

c. Junior college 1 2

d. Nursing school (diploma). . . . 1 2 3

e. College . . . . . 1 2 3 4 5 or more

9. Which of the following degrees do you have?

Mark all that apply	Major field of study
☐ Associate degree or certificate	
☐ Bachelor's degree	
☐ Master's degree	
☐ Doctorate (M.D., D.O., or Ph.D., etc.)	
☐ None of these	

10. Which of the following professional degrees, licenses, or association registrations do you have?

Mark all that apply

☐ Physician (M.D.)

☐ Physician (D.O.)

☐ Registered Nurse (R.N.)

☐ Licensed Practical or Vocational Nurse (L.P.N. or L.V.N.)

☐ Registered Physical Therapist (R.P.T.)

☐ Registered Occupational Therapist (O.T.R.)

☐ Other professional degree, license, or association registration *(Specify)*

_____

☐ None of the above

11a. Have you ever taken any courses in nursing home administration?	1 ☐ Yes *(11b)* 2 ☐ No *(Skip to Q. 12a)*
b. How many of these courses have you taken?	Number
c. What were the TOTAL hours of class instruction? (For each course, number of hours per week times number of weeks attended)	Hours
12a. Did you ever receive any "on-the-job" training to be a nursing home administrator?	1 ☐ Yes *(12b)* 2 ☐ No *(Skip to Q. 13)*
b. How long did this training last?	Months
c. Where did you receive this training?	Name of place
13. Have you had any other education or training in nursing home administration?	1 ☐ Yes – *Describe below* 2 ☐ No

FORM HRS-4b (4-4-69) USCOMM-DC

Staff Information and Control Record

FORM HRS-4e (3-27-69) U.S. DEPARTMENT OF COMMERCE BUREAU OF THE CENSUS

STAFF INFORMATION AND CONTROL RECORD

NOTICE – All information which would permit identification of the individual will be held in strict confidence, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any purposes.

Budget Bureau No. 68-S69022

Approval Expires August 31, 1969

Establishment No.

Line No.	STAFF List below the names of all persons who work in this facility. Include members of religious organizations and orders who provide their services. **Note:** Be sure to list administrator and assistant administrator. (a)	SEX M – Male F – Female (b) 1 M	2 F	RACE W–White N–Negro O–Other (c) 1 W	2 N	3 O	OCCUPATIONS Enter number from Card A 1–11 Professional Circle all persons (d)	12 Professional SW_____ TE _____ Circle sample persons (e)	13–20 Semi-professional SW _____ TE _____ Circle sample persons (f)	21–24 Non-professional Do not fill staff questionnaire (g)	DISPOSITION OF STAFF QUESTIONNAIRE (h) Completed	Left	Date received in R.O.	Line No.
1														1
2														2
3														3
4														4
5														5
6														6
7														7
8														8
9														9
10														10
11														11
12														12
13														13
14														14
15														15
16														16
17														17
18														18
19														19
20														20

Staff Questionnaire

Budget Bureau No. 68-S60022. Approval Expires August 31, 1969

NOTICE – All information which would permit identification of the individual will be held in strict confidence, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any purposes.

FORM HRS-4c
(4-3-69)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS

ACTING AS COLLECTING AGENT FOR THE
U.S. PUBLIC HEALTH SERVICE

STAFF QUESTIONNAIRE

A. Establishment No.	B. Line No.

C. Name of person completing form

The U.S. National Health Survey of the Public Health Service is conducting a nationwide survey in nursing homes, homes for the aged, and other related types of establishments. The purpose of the survey is to obtain certain information about the staff employed in these establishments as well as about the health of patients or residents in the establishments.

Your answers will be given confidential treatment by the U.S. National Health Survey and the Bureau of the Census. The information will be used for statistical purposes only, and will be presented in such a manner that no individual person or establishment can be identified.

Please complete the form and return it within **5 days to the Bureau of the Census, Washington, D.C. 20233,** in the postage-paid envelope provided.

Thank you for your cooperation.

	Month	Year
1. When were you born?		

	No. of years	No. of months
2. How many years have you worked as a _____?		
a. in this facility?		
b. in other nursing homes, homes for the aged, or similar facilities?		
c. in hospitals? *(NOTE TO NURSES: Do not include special duty or private duty nursing.)*		

	Hours	
3a. How many hours did you work LAST WEEK IN THIS FACILITY ONLY?		

b. How many of these hours did you spend LAST WEEK performing EACH of the following services IN THIS FACILITY ONLY–

(1) administration of the facility?	_____	☐ None
(2) nursing care?	_____	☐ None
(3) medical and dental care?	_____	☐ None
(4) physical therapy?	_____	☐ None
(5) occupational therapy?	_____	☐ None
(6) recreational therapy?	_____	☐ None
(7) speech and hearing therapy?	_____	☐ None
(8) social work?	_____	☐ None
(9) clerical work?	_____	☐ None
(10) kitchen/dietary work, grocery shopping?	_____	☐ None
(11) housekeeping services?	_____	☐ None
(12) other services? *(Specify service)* _____	_____	☐ None

4. Besides the hours worked IN THIS FACILITY, how many additional hours did you work in your profession LAST WEEK?	_____	☐ None

Please continue on reverse side

5. What is the highest grade you completed in school?

Circle highest grade completed

a. Elementary school . . . . . 1 2 3 4 5 6 7 8 } Highest grade completed
b. High school . . . . . 1 2 3 4 }
c. Junior college 1 2
d. Nursing school (diploma) . . . 1 2 3
e. College . . . . . 1 2 3 4 5 or more

6. Which of the following degrees do you have?

Mark all that apply

	Major field of study
☐ Associate degree or certificate	
☐ Bachelor's degree	
☐ Master's degree	
☐ Doctorate (M.D., D.O., Ph. D., etc.)	

☐ None of these

7. Which of the following professional degrees, licenses, or association registrations do you have?

Mark all that apply

☐ Physician (M.D.)
☐ Physician (D.O.)
☐ Registered Nurse (R.N.)
☐ Licensed Practical or Vocational Nurse (L.P.N. or L.V.N.)
☐ Registered Physical Therapist (R.P.T.)
☐ Registered Occupational Therapist (O.T.R.)
☐ Other professional degree, license, or association registration *(Specify)* →

☐ None of the above

8. Have you ever taken any of the following courses: →

Fill Cols. (2)–(4) for each "Yes" answer in Col. (1)

(1)	TOTAL NUMBER of courses taken (2)	How many COURSES were taken while working for a degree or diploma? (3)	What were the TOTAL HOURS of class instruction? *Number of hours per week times number of weeks attended per course* (4)
a. Nursing care of the aged or chronically ill? 1 ☐ Yes → 2 ☐ No *(8b)*			
b. Medical or dental care of the aged or chronically ill? 1 ☐ Yes → 2 ☐ No *(8c)*			
c. Mental or social problems of the aged or chronically ill? 1 ☐ Yes → 2 ☐ No *(8d)*			
d. Physical therapy or rehabilitation? 1 ☐ Yes → 2 ☐ No *(8e)*			
e. Occupational therapy? 1 ☐ Yes → 2 ☐ No *(8f)*			
f. Nutrition or food services? 1 ☐ Yes → 2 ☐ No *(8g)*			
g. Nursing home administration? 1 ☐ Yes → 2 ☐ No			

FORM HRS-4C (4-3-69) USCOMM-DC

List of Selected Job Categories

CARD A

Which of the following job categories best fits the job which this employee does in this facility?

1. Administrator
2. Physician (M.D. or D.O.)
3. Dentist
4. Registered Occupational Therapist
5. Qualified Physical Therapist
6. Recreation Therapist
7. Dietitian or Nutritionist
8. Registered Medical Record Librarian
9. Social Worker
10. Speech Therapist
11. Other professional occupations
12. Registered Nurse
13. Occupational Therapist Assistant
14. Physical Therapist Assistant
15. Other Medical Record Librarians and Techicians
16. Licensed Practical Nurse or Vocational Nurse
17. Practical nurse
18. Nurse's aide
19. Orderly
20. Student nurse
21. Clerical, bookkeeping, or other staff
22. Food service personnel (cook, kitchen help, etc.)
23. Housekeeping personnel (maid, laundryman, maintenance man, etc.)
24. Job other than those listed above *(Please describe employee's duties)*

FORM HRS-4k
(3-27-69)
USCOMM-DC

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS

LIST OF SELECTED JOB CATEGORIES

HRS-41

Current Patient Questionnaire

Name of sample person | Line No.

1. What is -- date of birth? | Month | Day | Year | OR | Age

2. Sex — 1 ☐ Male 2 ☐ Female

3. Race — 1 ☐ White 2 ☐ Negro 3 ☐ Other nonwhite

4a. What was his marital status at admission? . . . — 1 ☐ Married 2 ☐ Widowed 3 ☐ Divorced 4 ☐ Separated 5 ☐ Never married

b. What is his marital status now? . . . . . — 1 ☐ Married 2 ☐ Widowed 3 ☐ Divorced 4 ☐ Separated 5 ☐ Never married

5. What was the date of his LAST ADMISSION to this place? | Month | Day | Year

6. Which of these conditions or impairments does he have?	No	Yes	How long has he had this condition? Less than 3 mos.	3 to 5 mos.	6 to 11 mos.	12 mos. or more
a. ADVANCED senility						
b. Senility, not psychotic						
c. Other mental disorders (such as mental illness or retardation)						
d. Speech defect or paralysis (palsy) due to a stroke						
e. Other ill effects of a stroke						
f. Heart trouble						
g. Hardening of the arteries						
h. Paralysis or palsy not due to a stroke						
i. Arthritis or rheumatism						
j. Diabetes						
k. Any CHRONIC trouble with back or spine						
l. PERMANENT stiffness or any deformity of the foot, leg, fingers, arm, or back						
m. Chronic conditions of digestive system (excluding stomach ulcer, hernia of abdominal cavity, liver, or gallbladder trouble)						
n. Any other conditions or impairments — Specify						

7. At his last physical examination, what was his — Primary diagnosis? _____

Secondary diagnosis? _____

Any other diagnosis? _____

8. During the past 7 days, which of these services did this patient receive? (Check as many as apply)

1 ☐ Help with dressing, shaving, or care of hair
2 ☐ Help with tub bath or shower
3 ☐ Help with eating
4 ☐ Rub or massage
5 ☐ Administration of medications or treatment
6 ☐ Special diet
7 ☐ Application of sterile dressings or bandages
8 ☐ Temperature – pulse – respiration
9 ☐ Full bed-bath
10 ☐ Enema
11 ☐ Catheterization
12 ☐ Bowel or bladder retraining
13 ☐ Blood pressure
14 ☐ Irrigation
15 ☐ Oxygen therapy
16 ☐ Intravenous injection
17 ☐ Intramuscular injection
18 ☐ Subcutaneous injection
19 ☐ Intradermal injection
20 ☐ Nasal feeding
OR
21 ☐ None of the above services received

9a. Does he USE eyeglasses? — 1 ☐ Yes 2 ☐ No

b. Does he USE a hearing aid? — 1 ☐ Yes 2 ☐ No

10. Does he use any of the following aids — | For what condition(s)?

a. walker?	2 ☐ No	1 ☐ Yes →	_____
b. crutches?	2 ☐ No	1 ☐ Yes →	_____
c. braces?	2 ☐ No	1 ☐ Yes →	_____
d. wheelchair?	2 ☐ No	1 ☐ Yes →	_____
e. any other aids? Specify _____	2 ☐ No	1 ☐ Yes →	_____

Footnotes

	Check	Does this require extra nursing time?	How long has he been this way? Less than 3 mos.	3 to 5 mos.	6 to 11 mos.	12 mos. or more	How was he before that?
11. Which of these categories best describes his ability to move about?							
a. Capable of going off the premises with or without assistance							
b. Confined to the premises, but does not use a wheelchair							
c. Needs a wheelchair but requires minimal help in getting around		1 Y 2 N					
d. Generally confined to bed but up in wheelchair for at least a few hours a day		1 Y 2 N					
e. Restricted to total bed rest		1 Y 2 N					
12. How well can he hear?							
a. Can hear a telephone conversation on an ordinary telephone (a telephone without an amplifier)							
b. Can hear most of the things a person says							
c. Can hear a few words a person says		1 Y 2 N					
d. Can hear only loud noises		1 Y 2 N					
e. Can't hear anything		1 Y 2 N					
13. How well can he see?							
a. Can read ordinary newspaper print with or without glasses							
b. Can watch television across the room (8 to 12 feet)							
c. Can recognize the features of people he knows if they are within 2 to 3 feet							
d. Is blind		1 Y 2 N					
14. How much control does he usually have over his bowels and bladder – – normally does he –							
a. Control bladder and bowels?							
b. Control bladder but not bowels?		1 Y 2 N					
c. Control bowels but not bladder?		1 Y 2 N					
d. Not control bowels or bladder?		1 Y 2 N					
e. Is catheterized?		1 Y 2 N					
15. Does this patient's behavior require more than the usual nursing time because he is forgetful, uncooperative or disturbing?							
a. No more than usual							
b. Slightly more							
c. Moderately more							
d. Much more							

ITEM A – If patient was not here for full month, check here ☐ and go to next person.

16a. Last month, what was the charge for his lodging, meals, and nursing care? Do not include private duty nursing $.

b. What was the TOTAL charge for his care last month? $.

17a. What were the sources of payment for his care last month? Check all that apply

- ☐ Own income or family support (private plans, retirement funds, social security, etc.)
- ☐ Medicare (Title XVIII)
- ☐ Medicaid (Title XIX)
- ☐ Other public assistance or welfare
- ☐ Church support
- ☐ VA contract
- ☐ Initial payment – life care
- ☐ Other – Specify

b. What was the PRIMARY source of payment for his care last month? Mark one only

1 ☐ Own income or family support (private plans, retirement funds, social security, etc.)
2 ☐ Medicare (Title XVIII)
3 ☐ Medicaid (Title XIX)
4 ☐ Other public assistance or welfare
5 ☐ Church support
6 ☐ VA contract
7 ☐ Initial payment – life care
8 ☐ Other – Specify
9 ☐ None

☐ Patient was not here in December 1968 Next patient

18. What were all of his sources of payment for December 1968?

- ☐ Same as 17a–b
- ☐ Own income or family support (private plans, retirement funds, social security, etc.)
- ☐ Medicare (Title XVIII)
- ☐ Medicaid (Title XIX)
- ☐ Other public assistance or welfare
- ☐ Church support
- ☐ VA contract
- ☐ Initial payment – life care
- ☐ Other – Specify

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VITAL AND HEALTH STATISTICS PUBLICATION SERIES

Originally Public Health Service Publication No. 1000

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